

## **AGENDA**

### **BOARD OF MAYOR AND ALDERMEN**

**March 16, 2004**

**7:30 PM**

**Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

1. Mayor Baines calls the meeting to order.
2. The Clerk calls the roll.
3. Recognition of the Manchester YMCA celebrating it's Sesquicentennial (150<sup>th</sup>) Anniversary.
4. NH Department of Revenue presentation regarding the State Education Property Tax abatement application criteria for low to moderate income taxpayers.
5. Brief overview of services provided by the New Hampshire Municipal Association and the Local Government Center.

### **CONSENT AGENDA**

6. Mayor Baines advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, one motion only will be taken at the conclusion of the presentation.

### **Accept Minutes**

- A. Minutes of meetings of the Board of Mayor and Aldermen held on January 13, 2004 (two meetings) and January 14, 2004 (two meetings). (Note: available for viewing at the Office of the City Clerk and forwarded under separate cover to Mayor and Aldermen.)

**Informational – to be Received and Filed**

- B. Copies of minutes of meetings of the Manchester Airport Authority held on October 9, 2003 and December 18, 2003.
- C. Copies of minutes of meetings of the Manchester Transit Authority held on February 3, 2004 and the Financial and Ridership Reports for the month of January 2004.
- D. Communication from the NH Department of Environmental Services advising of the City's compliance with NH Solid Waste Rules Part Env-Wm 3100 and federal regulation 40 CFR Part 258.74 regarding the Municipal Unlined Landfill.
- E. Copy of a communication from the Commissioner of the NH Department of Environmental Services to the Federal Energy Regulatory Commission regarding PSNH's Hydroelectric Project No. P-1893-042: Additional Study Requests.
- F. Communication from the NH Department of Transportation advising of contemplated awards.

**REFERRALS TO COMMITTEES**

**COMMITTEE ON FINANCE**

- G. Bond Resolutions:

“Authorizing Bonds, Notes or Lease Purchases in the amount of Four Million Four Hundred Thousand Dollars (\$4,400,000) for the 2004 CIP 511404, Clem Lemire Sports Complex – Memorial High School Project.”

“Authorizing Bonds in the amount of Thirty Million Dollars (\$30,000,000) for Refunding Certain Outstanding Bonds of the City.”

“Authorizing Municipal Revenue Bonds in the amount of Ninety Million Dollars (\$90,000,000) for Refunding Certain Outstanding Municipal Revenue Bonds of the City.”

**H. Resolution:**

“Amending the FY 2004 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million Four Hundred Thousand Dollars (\$4,400,000) for FY2004 CIP 511404 Clem Lemire Sports Complex – MHS Project.”

**REPORTS OF COMMITTEES**

**COMMITTEE ON BILLS ON SECOND READING**

**I. Recommending that Ordinance:**

“Amending certain provisions of the Motor Vehicles and Traffic Ordinances to provide for increased penalties for parking in a Handicapped Parking Space and to provide penalties for parking in a Handicapped Parking Space Access Aisle.”

ought to pass.

**J. Recommending that Ordinance:**

“Amending Section 70.55 Residential Parking of the Code of Ordinances of the City of Manchester by adding additional area to Residential Parking Permit Zone #4.”

ought to pass.

**K. Recommending that Ordinance:**

“Amending the Code of Ordinances of the City of Manchester by creating §75.00 Motorized Scooters established to govern the use of motorized scooters in the City of Manchester.”

ought to pass.

**L.**     Recommending that Ordinance:

“An Ordinance amending Section 92.24 Tampering with Alarm Boxes by establishing an initial and annual renewal fee for persons authorized under the Fire Department Listed Agent Program.”

ought to pass.

**COMMITTEE ON TRAFFIC/PUBLIC SAFETY**

- M.**     Recommending that a request from Robin Bonneau for the use of Arms Park for the 13<sup>th</sup> Annual WGIR/FM Memorial Weekend fireworks display on Sunday, May 30, 2004 with a rain date of Monday, May 31, 2004 be granted and approved under the direct supervision of the City Clerk, Fire, Highway, Police, Traffic and Risk Departments.
- N.**     Recommending that regulations governing standing, stopping, parking and operations of vehicles be adopted and put into effect when duly advertised and posted.
- O.**     Advising that they have approved a request for the installation of 15 signs with the Lions International logo, under grandfathering provisions, subject to the review and approval of the Traffic Director regarding locations, size, and design.
- P.**     Advising that with respect to the Old Wellington Road Signalization Project the Committee has approved the roadway extension with signalized intersection at Edward J. Roy Drive and Wellington Road and has referred same to the Committee on Community Improvement for funding review with recommendation that same be paid from proceeds of sale of the related property.

**LADIES AND GENTLEMEN, YOU HAVE READ THE CONSENT AGENDA, A MOTION WOULD BE IN ORDER THAT THE CONSENT AGENDA BE APPROVED.**

7. Nominations to be presented by Mayor Baines, if available.
8. A motion is in order to recess the regular meeting to allow the Committee on Finance to meet.
9. Mayor Baines calls the meeting back to order.

### **OTHER BUSINESS**

10. Report(s) of the Committee on Community Improvement, if available.  
**Ladies and Gentlemen, what is your pleasure?**
11. Report of the Committee on Finance, if available.  
**Ladies and Gentlemen, what is your pleasure?**
12. Discussion regarding the 2005 revaluation.
13. Recommendation to be made by members of the Committee for Lobbyist Selection of a firm to represent the City on legislative affairs at the State House.  
**Ladies and Gentlemen, what is your pleasure?**
14. Resolutions: **(A motion is in order to read by titles only.)**

“Amending the FY 2003 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Thousand Dollars (\$40,000) for FY2003 CIP 511603 Recreation Facility Improvements (Leveraged) Project.”

“Amending the FY 2004 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million Four Hundred Thousand Dollars (\$4,400,000) for FY2004 CIP 511404 Clem Lemire Sports Complex – MHS Project.”

**A motion is in order that the Resolutions pass and be enrolled.**

**15. NEW BUSINESS**

- a) Communications
- b) Aldermen

**16.** If there is no further business, a motion is in order to adjourn.



# CITY OF MANCHESTER

## Office of the City Clerk



Leo R. Bernier  
City Clerk

Carol A. Johnson  
Deputy City Clerk

Paula L-Kang  
Deputy Clerk  
Administrative Services

Matthew Normand  
Deputy Clerk  
Licensing & Facilities

Patricia Piecuch  
Deputy Clerk  
Financial Administration

### MEMORANDUM

To: Board of Mayor and Aldermen

From: Lisa Thibault, City Clerk's Office *LT*

Date: March 11, 2004

Subject: BMA Minutes for Acceptance

Enclosed for your review and consideration are copies of minutes for meetings on the following dates:

January 13, 2004 (2)

which will appear on the March 16, 2004 BMA agenda.

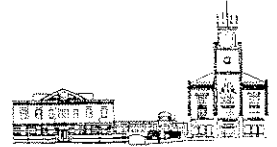
Attachments

A



# CITY OF MANCHESTER

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Financial Administration

### MEMORANDUM

To: Board of Mayor and Aldermen

From: Lisa Thibault, City Clerk's Office *LTH*

Date: March 12, 2004

Subject: BMA Minutes for Acceptance

Enclosed for your review and consideration are copies of minutes for meetings on the following dates:

January 14, 2004 (2)

which will appear on the March 16, 2004 BMA agenda.

Attachments

*A*





## MANCHESTER AIRPORT MEMORANDUM

**DATE:** 05 March 2004

**TO:** Leo Bernier  
City Clerk

**cc:**

**FROM:** Kevin Dillon  
Airport Director

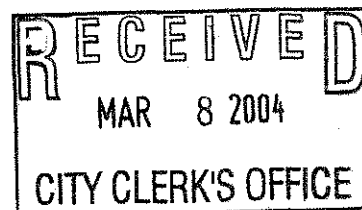
KAD

**DEPARTMENT:** Aviation

**SUBJECT:** Minutes of the Manchester Airport Authority

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Enclosed for your record and distribution are fifteen (15) copies of the approved minutes from the October 9, 2003, and December 18, 2003, meetings of the Manchester Airport Authority.



KAD/das

Enclosures

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**MANCHESTER AIRPORT AUTHORITY**  
**MINUTES OF THE MEETING**  
**October 9, 2003**

The meeting was called to order at 3:10 P.M. in the Board Room of the Manchester Airport terminal, Chairman John Mercier presiding.

MEMBERS PRESENT: John Mercier, Brian Cashman, Albertine Morrisette, Gary O'Neil, Steve Young

MEMBERS ABSENT: Anthony Pecce, one vacant position

STAFF PRESENT: Airport Director Kevin Dillon; Assistant Airport Director Michael Farren; Doreen Starkey

OBSERVERS: Jim Chilton, Edwards & Kelcey; Mark Oswald, Londonderry Town Council, David Ladd, Wiggins Airways; Jim Thomforde, Wiggins Airways; Executive Councilor Raymond J. Wieczorek

- I. PUBLIC COMMENT: Town Council member Mark Oswald asked both Director Dillon and Assistant Director Farren when the Londonderry Town Council would expect a runway distribution report. Farren stated that Dillon intends to provide the report at the next quarterly meeting. Farren noted that Dillon would be arriving shortly to attend the meeting.

- II. MINUTES:

**ON A MOTION MADE BY YOUNG, SECONDED BY MORRISETTE, IT WAS UNANIMOUSLY VOTED TO APPROVE THE MINUTES OF THE JULY 9, 2003, MEETING OF THE MANCHESTER AIRPORT AUTHORITY, AS AMENDED.**

- III. UPDATE ON AIRPORT ACTIVITIES: Chairman Mercier asked Jim Chilton of Edwards & Kelcey to provide an update on Airport construction.

Brown Avenue Intersection: Chilton stated that next Thursday or Friday, traffic on Brown Avenue would be moved toward the east. Traffic will continue through the new intersection. Work on the west side of the road will continue. Work on the intersection of North Perimeter Road will take place. Final paving and marking will be done weather permitting. The Detour Road will become a small dead end street that provides access to 4 property owners. A cul-de-sac will be created at the dead end. Morrisette commented that traffic flow on Brown Avenue was better.

FAA Issues: Chilton stated that construction work for the ALSF-2 and new ILS systems for Runway 35 is included in the Runway 17-35 Extension and Reconstruction project. Work is mostly completed in the ALSF equipment shelter. The ALSF lights have been installed and arrangements are being made

to have the contractor install the monitoring equipment that was recently delivered. The FAA is scheduled to perform start up activities on the approach lights in mid-November. The contractor has installed the middle marker and is working with the FAA to complete the installation of the inner marker and the far field monitors. The contractor is also completing work on the Runway 17 localizer and glide slope. Flight check is scheduled for the week of October 20<sup>th</sup>, with procedure publication planned for October 30<sup>th</sup>. The contractor is installing the new fiber optic system that will provide communications to the various NAVAIDS on the airfield. FAA commissioning of the Runway 17 precision approach is dependent on completing the communications systems to localizers for Runways 17 and 35. The contractor is also progressing with revisions to the Runway 17 approach light system. The Runway 17 PAPIs are operations.

Runway 17-35: The full-length runway (9,250 feet) was opened up on August 19<sup>th</sup>. Punch list items including miscellaneous drainage, fencing, restoration, and service road items are being worked on. Modifications are being made to a section of Taxiway "E". Two Remain Overnight (RON) aprons are being constructed. The apron adjacent to Taxiways "A" and "D" (G3) have five aircraft parking stations. Much of the paving and concrete work has been completed on this apron and efforts are focused on the installation of the trench drains, oil/water separator, and electrical equipment. Site work is underway on the G2 apron located south of the Terminal in the vicinity of FEDEX and UPS. With the exception of installing the electrical equipment, work on both aprons will be completed by the end of November.

Parking Lot E: The Airport recently opened bids for two projects: Demolition of the remaining Army Reserve building, and construction of Parking Lot E. S & R Contracting was the low bidder for the demolition work and Continental Paving was the low bidder for the parking lot project. The building demolition, which is required to complete the parking area, is progressing well and is scheduled for completion by October 24<sup>th</sup>. Continental Paving has made good progress on the parking lot and anticipates a mid-November completion. The parking lot project will add approximately 1,400 parking spaces.

Airport Road Signage: Based on a Master Signage Plan recently completed by Edward Just & Associates, the Airport has initiated the implementation of new signage for Airport Road starting at the new Brown Avenue intersection and continuing along Airport Road to the Terminal, Parking Garage, and surface parking lots. Signage on the Taxiway Bridge parapet walls is also included. Chilton displayed signage.

#### IV. OTHER BUSINESS:

Airfield Incident: Dillon apologized for arriving late. Dillon provided a review of an incident that occurred at Manchester Airport earlier in the day. In anticipation of the President's motorcade returning to the Airport, typically they are taken through an airfield gate (not always the same gate). Unfortunately, when the motorcade was about one mile away from the Airport., a female operating a

vehicle raced through the gate at a high rate of speed. The Operations Staff that were there were able to chase that vehicle, ram the vehicle and get the vehicle to stop. The vehicle was stopped on Runway 6-24 and came through gate 52. The runway was not active at the time. The Airport staff did a great job of reacting very quickly. News reports this evening will have full coverage of the event. The President was not at the Airport at the time of the incident. The vehicle was stopped approximately  $\frac{3}{4}$  of a mile from Air Force One.

Air Force One: Air Force One arrived today at 11:00 A.M. The President had a speaking engagement in downtown Manchester and returned at approximately 1:00 P.M.

Jet Blue: Dillon reported that Jet Blue announced service at Logan. However, in recent phone conversations, the airline is still interested in Manchester Airport. It is a matter of timing and fleet availability.

Annual Tabletop Exercise: Dillon stated that the Annual Tabletop Exercise was conducted today for emergency preparedness at Manchester Airport. Tabletop exercises are required at least once per year with a live drill to be conducted once every three years. The live drill was conducted last year.

Terminal Expansion: Dillon reported that the terminal expansion is going very well. Dillon invited the Airport Authority Members and the audience to tour the new terminal expansion project. Rob King, from Harvey Construction, will be the Tour Guide. Harvey Construction has been doing a terrific job keeping the project on track, not only from a schedule standpoint, but from a budget standpoint as well. The new terminal expansion is scheduled to open the first week of February 2004.

RON Parking: Dillon stated that the Remain Overnight Parking for aircraft is progressing. Actual pavement work is completed. There will be six additional parking slots. Drains are being put in around these pads for de-icing purposes. Lighting is being completed.

Economic Impact Study: Dillon announced that the Airport has just released an Economic Impact Study conducted by Leigh Fisher. The Airport is generating economic impact in excess of \$715 million dollars. The last economic impact was measured in 1994 at \$170 million dollars.

ProStar Aviation: Dillon reported that an agreement has been reached with ProStar Aviation. They are looking to expand their office operations and have agreed to lease one floor of the recently acquired office building that was associated with the general aviation hangars. Some of the Airport's Engineering staff has moved into the building as well.

Airport Engineering Staff: The Airport is bringing on two additional staff members. An Environmental Engineer and a Construction Inspector.

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Runway Opening: Dillon took a moment to recognize Edwards & Kelcey for their dedication during the project and Continental's hard work in keeping the paving on schedule.

Runway 6/24: Dillon noted that the Airport is undertaking a study in conjunction with the FAA to take a look at the runway to insure that the Airport can comply with the FAA's safety over-run criteria. The runway needs to have 1,000 feet of over-run space at each end of the useable distance on the runway for land short incidents or over-runs on the runway. Dillon provided a review of some options that may be available.

Old Terminal Relocation: Dillon reported that the selection process for hiring a Construction Manager for the project has not yet been completed. The Airport is working very closely with the Aviation Historical Society.

Medium Hub Status: Dillon reported that Manchester Airport has been moved from a small hub airport to a medium hub airport. This will have some implications for the Airport, particularly on the funding level. Entitlement money will be cut substantially. The Airport is working with the Congressional Delegation to get a grandfather provision into the FAA Reauthorization Bill so that funding for the first year at medium hub status is not impacted.

Runway 17/35 Funding Issue: Dillon stated that the Airport is contesting an FAA ruling on the Letter of Intent funding for Runway 17/35. The Letter of Intent funded the \$65 million dollars for the project. The FAA elected to spread that payment schedule over an eight-year period. Dillon explained the mechanics of how the money comes to the Airport. The FAA is trying to apply the medium hub funding reduction to the remaining years of the grant. The project was completed before Manchester Airport became a medium hub. The grant was awarded before the Airport was a medium hub. Therefore, the Airport feels that it should continue to be paid as if the Airport weren't a medium hub.

Runway Usage: The Airport has received a Letter of Understanding with the Air Traffic Control Tower to monitor runway usage for the 65% - 35% split. The Airport plans to track that information throughout the year and will have annual statistics as to how close we came to that goal. The Airport plans to report on a quarterly basis to the Town of Londonderry.

Chairman Mercier reviewed public comment by Town Council member Oswald.

Member Young commented on aircraft traveling over his neighborhood, stating that his neighbors are very comfortable with the presence of the aircraft. Also, Young reported that it appears that the aircraft appear to be on a higher approach.

Dillon responded by stating that the descent point has been raised. In a recent meeting with the Town of Pelham, Dillon invited the Tower Manager to the

meeting in order to hear from the community and the Tower is making a conscious effort to try to ensure that people stay above the 2,000-foot mark.

Chairman Mercier introduced the newest member of the Manchester Airport Authority, Brian Cashman.

Director Dillon passed around a drawing of the Airport logo that is being suggested for the hold room area in the new terminal expansion. The logo would be placed in the tile area. There were other suggestions and ideas were welcomed. O'Neil suggested a depiction of the Old Man of the Mountain.

V. ELECTION OF OFFICERS:

**ON A MOTION MADE BY MORRISSETTE, SECONDED BY O'NEIL, IT WAS UNANIMOUSLY VOTED TO RE-ELECT JOHN MERCIER AS CHAIRMAN OF THE MANCHESTER AIRPORT AUTHORITY.**

**ON A MOTION MADE BY MORRISSETTE, SECONDED BY STEVE YOUNG, IT WAS UNANIMOUSLY VOTED TO ELECT GARY O'NEIL AS SECRETARY OF THE MANCHESTER AIRPORT AUTHORITY.**

Director Dillon took a moment to report that Bob Pariseau has resigned from the Board. Dillon stated that Pariseau would be moving from the area. The Mayor has nominated Bobby Stephen for the position and is awaiting final approval from the Board of Mayor and Aldermen on that selection.

VI. FINANCIAL UPDATE: Mercier asked Farren to provide an update.

Farren reviewed the financial reports for June 2003, which is the end of the fiscal year. Net revenue reflects a positive year, meeting or exceeding all revenue projections.

Farren reviewed the parking report for August 2003. Farren reported an 8.57% increase over the first two months of FY2004 versus last year. Dillon stated that the Airport is showing positive growth of 5% year-to-date in terms of overall passenger growth. Farren provided an overview of the Profit & Loss Statement.

VII. PART 150 UPDATE:

Farren reported 131 complaints for August 2003. Farren stated that 21 complaints were from Manchester, and 96 were from Merrimack. Of those 96 complaints, 91 of them were from the same individual.

Young commented on a Lear Jet that Londonderry residents were voicing concerns about. The Lear Jet is the one used by FAA for flight checks. Young asked if it is possible to do a press release or notice in a local paper when this is taking place. Farren stated that unfortunately the Airport does not know what day the aircraft will arrive for a flight check. Dillon stated that it was possible that

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as soon as the Airport was aware, that the Airport would make its best effort to notify City and Town officials.

Young recommended the Airport contact the Town of Londonderry's cable coordinator, Dottie Grover. If she has 12 to 24 hours notice, she could post the information on the electronic bulletin board for the local cable channel. This may keep some of the noise calls down.

VIII. CHAIRMAN'S COMMENTS:

Chairman Mercier highlighted the August Activity Report for members to review. Mercier reminded Board Members and attendees that there would be a tour of the new terminal expansion immediately following the meeting.

Chairman Mercier asked if there was any additional business to come before the Board. Hearing none,

**ON A MOTION MADE BY O'NEIL, SECONDED BY MORRISSETTE, IT WAS UNANIMOUSLY VOTED TO ADJOURN THE MEETING OF THE MANCHESTER AIRPORT AUTHORITY AT 4:45PM.**

**MANCHESTER AIRPORT AUTHORITY  
MINUTES OF THE MEETING  
December 18, 2003**

The meeting was called to order at 3:12 P.M. in the Board Room of the Manchester Airport terminal, Chairman John Mercier presiding.

MEMBERS PRESENT: John Mercier, Brian Cashman, Albertine Morrisette, Gary O'Neil, Anthony Pecce, Bobby Stephen, Steve Young

MEMBERS ABSENT: None

STAFF PRESENT: Airport Director Kevin Dillon; Assistant Airport Director Michael Farren; Doreen Starkey

OBSERVERS: Cynthia Harrington, D.R.E.D.; Patrick Duffy, P. Duffy & Associates; Jim Thomforde and David Ladd, Wiggins Airways; Alderman Real Pinard, City of Manchester; Council Member Mark Oswald, Town of Londonderry; Executive Councilor Ray Wieczorek, State of New Hampshire; Liz Skidmore, NERCC

PUBLIC COMMENT: Chairman Mercier asked if there were any public comments to be recognized. Hearing none, the agenda moved forward.

Chairman Mercier introduced two new Manchester Airport Authority Members, Tony Pecce and Bobby Stephen. Both Member Pecce and Member Stephen introduced themselves and provided a brief biography.

UPDATE ON AIRPORT ACTIVITIES: Chairman Mercier stated that the Board was awaiting Airport Director Dillon's arrival. Dillon will provide an update on Airport activities at that time. Chairman Mercier asked Assistant Director Farren to provide an update on Airport finances.

FINANCIAL UPDATE: Assistant Director Farren provided a report on Finances for month ended October 31, 2003. Farren discussed operating revenues for both the month and year-to-date. Farren reported net revenue for four months ended October 31, 2003, \$1.4 million ahead of budget.

Chairman Mercier asked Farren to explain what the revenue components are and how they are derived. Farren provided an explanation.

Board Member Stephen asked if any of the revenues went back to the City or State. Farren responded by explaining that the Airport takes Federal grants, and under FAA grant assurances for AIP and the PFC program, no Airport money can go back to the City or the State except for services received. Farren stated that the Airport pays the City of Manchester between \$60,000 and \$75,000 per year for City Solicitor services, City Finance services, Human Resource services and Risk Management services, to name a few. Farren noted that the General Fund receives no funds from the Airport,



nor does the Airport receive any funds from the General Fund. The Airport is totally self-sufficient.

Parking: Assistant Director Farren reported on Parking for month ended November 30, 2003.

PART 150 UPDATE: Farren reported 8 complaints for November 2003. Farren stated that 1 complaint was from Manchester, 2 were from Pelham, 2 were from Hudson, and 1 from Bedford, Amherst and Candia. Farren briefly explained the program for new members.

Board member Morrisette asked what the contributing factors are to the decrease in calls. Farren explained the decrease in calls is due to the cooler weather, windows are now closed, people are not outside as much and the runway rotation program has shifted all the focus away from just one or two communities.

Director Dillon arrived. Dillon reported that the runway rotation is working exactly the way it was intended to and explained how the rotation worked. Dillon reported that the Air Traffic Control Tower is making an effort to keep aircraft at a height of 3,000 feet in the Pelham area and areas in South Londonderry. The Tower evaluates on a case by case basis and is trying to keep aircraft in that area a little higher. At a recent Londonderry Town Council meeting it was noted by one of the Council members that there was a difference in flight activity over the area.

Chairman Mercier stated that the Airport has a database dating back to 1992 tracking noise complaints. If you compare the level of noise complaints relative to the number of operations out of the Airport today versus ten years ago, it is remarkable that the average is about 500 calls per year the last couple of years.

Mercier asked if there were any additional questions for Assistant Director Farren. Hearing none, Mercier turned the floor over to Director Dillon to provide an update on Airport Activities.

#### UPDATE ON AIRPORT ACTIVITIES:

Dillon was pleased to say that the Airport continues to have successful growth. Since July, the Airport has been growing by double digits, which is highly unusual as you look at every other airport in New England. Dillon attributes the growth to the aggressiveness on the part of the staff in terms of working with airlines to continue having them make investments here. It is also a reflection of what is happening in the State such as some of the population relocations into this area and the business environment that is being created in the state.

Dillon reported that the terminal expansion is right on schedule. The new terminal expansion is scheduled to open the first week of February 2004. Continental and Northwest will be the primary tenants in the building and Delta will also be handled there as well. A ribbon cutting ceremony will be planned for that time as well. TSA staffing of the new security checkpoint is a problem. The checkpoint was designed for three

operating lanes with the intention that the TSA would staff two of them. The FAA, the agency in charge prior to the TSA taking over, gave the Airport a commitment for staffing as well as the TSA. Unfortunately, the TSA seems to be backing away from that commitment at this point, and has only given assurance that they will staff one lane. The Airport is actively working with TSA Washington in order to get them to reconsider the decision. With 24% of passengers being processed through the new terminal expansion, there is no way it can operate with just one lane. Dillon states that this is but one of the reasons the Airport is seriously considering the opt-out program when it comes up in November, if it would lead to the Airport having a greater role in some of the decisions regarding staffing at the Airport.

Dillon stated that according to the existing Airport Master Plan, the Airport still has a lot of projects on the drawing boards. It does look like the Airport will realize all of those projects. The Airport is now talking about the timing of the new parking garage. The plan is to build a twin of the existing parking garage in approximately 2005. The Airport is in the initial design phase for a 2nd terminal expansion on the north side of the existing terminal building.

Member Stephen asked if the phrase discussed earlier, opt-out, is associated with TSA. Director Dillon agreed. Dillon explained, when the Aviation Security and Transportation Act was passed which created the TSA, one of the provisions was that two years after the creation of that agency, airports could petition the Federal government to opt-out of federal employee staffing at the screening points. One of the reasons Manchester Airport is considering that is because there is a continuing problem with the TSA in terms of allocation of resources. Dillon referred to six months ago when he discussed the cutting of screening staff from 200 to 113. The Airport had to lobby to keep the number of screeners at 184, below the initial staffing that the Airport felt was poor to begin with. More information is needed from the Federal government as to how that program is going to work before any decision could be made to go in that direction. Dillon stated that there are five airports that were selected shortly after the TSA was created that remained with private employees.

Dillon discussed the Airports efforts with soundproofing and enhancing the eligibility of soundproofing. Dillon reviewed the program for new board members. Dillon explained that federal guidelines state that the Airport can only soundproof homes out to the 65dnl contour. Dillon explained what the contour stood for. The Airport has approached the FAA and asked about the possibility of making homes in the 60dnl eligible for soundproofing. In order to do that, the FAA has stated that there would have to be two zoning changes. One change would have to declare noise overlay districts in the municipalities where the homes are located and zoning changes that would relate to building codes within those municipalities stating that any new construction from that point forward would meet FAA sound attenuation guidelines. These changes could potentially have an impact on property values. Chairman Mercier asked what the annual federal funding is on the soundproofing program. Dillon replied \$2.5 million dollars per year, which allows the Airport to soundproof about 80 homes. Mercier asked how many homes were left in the 65dnl to done. Dillon replied roughly 700.

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Dillon stated that the Airport is continuing on the Runway 6/24 Study that is needed for the Airport to comply with the Runway Safety Over-Run Criteria. Dillon stated that the Airport has asked the FAA for a waiver. The FAA is still considering that waiver, but has asked the Airport to look at potential engineering solutions. The Airport has received some preliminary work back from Delta Consultants. In all of those solutions, it would require the runway to be extended out over South Willow Street and South Willow Street to be put in an underpass. The study has not been complete, but what would be the preferred engineering solution could cost as much as \$23 million dollars. The FAA has stated that they would most likely fund the project as a safety improvement, however, now that Manchester Airport is a medium hub airport, the Airport would only receive 75% funding on any federal projects.

Dillon reported that the Airport has looked into the different legislative needs for the Airport as the State begins the new legislative season. The Airport is considering the filing of a bill to create the Airport's own law enforcement unit, the ability for the Airport to issue Certificates of Occupancy for tenant construction, to give the Airport the ability to tow and impound abandoned vehicles from Airport parking lots, and legislation for the prohibition of the carriage of firearms or other artfully concealed weapons through a security checkpoint. The Airport is also considering legislation that would require real estate transfer disclosures for any residential real estate transactions within ten miles of the center of the Airport to be disclosed in writing to a potential buyer.

Dillon has asked the Board to meet under non-public session under RSA:91-A:3, II(d), to discuss the acquisition of property.

Mercier asked for a roll call of the members. On a call of the roll, the Chairman requested that the Board meet in non-public session.

Patrick Duffy, in the audience, asked Chairman Mercier if he might, knowing he was out of order, make a public comment. Mercier acknowledged Mr. Duffy. Mr. Duffy introduced himself as a resident of Manchester and former member of the Manchester Airport Authority. Duffy requested two anniversaries be put on the record. The first, that was celebrated yesterday, being the 100th Anniversary of Flight, and as a member of the NH Aviation Historical Society, they had hoped to have some sort of an event to recognize this. The Society has been working closely with the Airport to get the original terminal restored and relocated. Duffy noted the Society's appreciation to Director Dillon and his staff to assist in moving the project forward. The second anniversary is the anniversary of the opening of this terminal that takes place this coming New Year's Eve. It will be the ten-year anniversary that the terminal was open to the public.

Chairman Mercier thanked Mr. Duffy and wished everyone a happy holiday season.

The Board entered into non-public session at 4:05 p.m.

The Board came out of non-public session at 4:35 p.m.

**ON A MOTION MADE BY YOUNG, SECONDED BY CASHMAN, IT WAS UNANIMOUSLY AGREED TO ENDORSE AIRPORT DIRECTOR KEVIN DILLON'S**

**PLAN TO ACQUIRE THE MEGGITT AVIONICS LEASEHOLD FOR A PRICE UP TO \$1.25 MILLION DOLLARS.**

**CHAIRMAN'S COMMENTS:**

Chairman Mercier reminded members to place the 2004 Meeting Schedule dates in their calendars. The next meeting of the Manchester Airport Authority is scheduled for Thursday, February 26, 2004. Mercier asked if there was any additional business to come before the Board.

Member Young stated that the Airport has finally exceeded the amount of press that Segway gets.

Chairman Mercier entertained a motion to adjourn.

**ON A MOTION MADE BY MORRISSETTE, SECONDED BY PECCE, IT WAS UNANIMOUSLY VOTED TO ADJOURN THE MEETING OF THE MANCHESTER AIRPORT AUTHORITY AT 4:50 PM.**

**MANCHESTER  
TRANSIT AUTHORITY**

110 ELM STREET, MANCHESTER, N.H. 03101-2799

TELEPHONE: (603) 623-8801

FAX: (603) 626-4512

e-mail: [MTA@grolen.com](mailto:MTA@grolen.com) • website: [www.mtabus.org](http://www.mtabus.org)



JOHN H. TRISCIANI, CHAIR  
DAVID F. JESPERSEN, VICE CHAIR  
EUGENE E. BOISVERT  
JULIE A. GUSTAFSON  
JOSEPH J. DESELLE

DAVID SMITH  
EXECUTIVE DIRECTOR

March 2, 2004

Mr. Leo Bernier, City Clerk  
City of Manchester  
One City Hall Plaza  
Manchester, NH 03101

Dear Leo,

The MTA Commissioners held a Commission Meeting on Monday, March 1, 2004. Enclosed are sixteen copies of the approved Minutes of our February 3, 2004 Commission Meeting, as well as the Financial and Ridership Reports for the month of January 2004.

The next scheduled Commission Meeting will be Tuesday, March 30, 2004 at 5:00 PM.

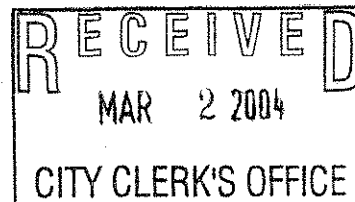
If you should have any questions, please feel free to contact me at extension 612.

Very truly yours,

David Smith  
Executive Director

DS:cr

Enclosures



C

**MANCHESTER  
TRANSIT AUTHORITY**

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JOHN H. TRISCIANI, CHAIR  
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JULIE A. GUSTAFSON  
JOSEPH J. DESELLE

DAVID SMITH  
EXECUTIVE DIRECTOR

**Manchester Transit Authority**

**February 3, 2004 Commission Meeting**

**MEMBERS PRESENT:**

Chairman John H. Trisciani  
Commissioner Eugene E. Boisvert  
Commissioner Joseph J. Deselle  
Commissioner Julie A. Gustafson

**PERSONNEL PRESENT:**

David Smith, Executive Director  
Robert Jeniski, Assistant Director  
William J. Cantwell, Supt. of Administration  
Paul Beauregard, Asst. Superintendent of Maintenance  
Karyn Porter, Operations Planning Manager

**MEMBERS ABSENT:**

Vice Chairman David F. Jespersen (excused)

1. a. Chairman TRISCIANI called the meeting to order at 5:05 PM.
- b. Minutes of November 25, 2003 Commission Meeting. BOISVERT made a motion to approve the Minutes of the November 25, 2003 Meeting. Seconded by GUSTAFSON. All Commissioners in favor.

**MANAGEMENT REPORTS**

2. a. Financial Reports for November and December 2003. BOISVERT made a motion to approve the Financial Report for November 2003. Seconded by DESELLE. BOISVERT commented on the increase in farebox collections. CANTWELL explained the monthly budget was based on four deposits and there were five deposits in November. The fare increase to \$1.00 is the primary factor to the farebox increase as compared to the budget. The Transit Income Statement was reviewed, with BOISVERT questioning overtime wages. SMITH explained

overtime was double the budget on the transit side. The same budget was allowed for E&H, but all overtime was concentrated on transit. He explained during the past few months, overtime has been running at a consistent 5.5% of the work hours. This is where we have been able to operate best and he is comfortable with that percentage. BOISVERT questioned health insurance cost in November. CANTWELL explained that is a November and December payment (an accrual error) and noted the December financials reflect no health insurance expense. SMITH explained maintenance parts expenses are twice the budget due to engine replacements. BOISVERT reviewed the check journal and questioned several payroll advances. It was explained there was a payroll transmission error during Thanksgiving week. Normally, checks would have been passed out on Wednesday, but were not delivered until Friday. Five employees were advanced \$50.00 to get them through the holiday, with one employee requesting a \$75.00 advance. Another manual check was cut for an additional vacation week. TRISCIANI instructed CANTWELL to double check payroll prior to transmission. All Commissioners in favor of approving November 2003 Financial Report.

DESELLE made a motion to approve the December 2003 Financial Report. Seconded by GUSTAFSON. CANTWELL explained monthly revenue was \$19,940 below budget, which is attributed to Federal and City funding. He explained operating revenue is \$3,600 over budget. The average weekly farebox deposit is \$3,700. TRISCIANI asked if we are carrying more passengers. SMITH stated when we implemented the exact fare \$1.00 increase, farebox

revenue escalated. Passengers may have been shortchanging drivers by not putting enough coin into the farebox. CANTWELL reported fare media revenue increased \$15,000, which has helped with offsetting our shortfall from the City. The greatest increase this month is in the Maintenance Department. There were some overtime wages because of snow plowing, and parts are over budget because of engine replacements.

CANTWELL reported school revenue is \$14,381 over budget and explained that is because the budget was built on a smaller number of billable buses. Expenses year-to-date are \$49,560 under budget. Payroll and vehicle insurance account for variances in the budget. SMITH explained insurance renewal premiums last year were based on the entire fleet; this years' premium is based on individual buses. Consequently, the allocation of costs is more precise.

CANTWELL reviewed the Aged Trial Balance and stated December reflects \$242,000 in outstanding invoices at months' closing. The January accounts payable was reduced to under \$10,000. CANTWELL stated an outstanding \$645.00 Hillside invoice will be written off. It was explained that charter arrived late in Boston and students missed half of a symphony. CANTWELL made the Board aware the School District will be changing their check run procedure to once per month. The June charter billing will be challenging and CANTWELL will have the Accounting Secretary confirm as she receives money that month. The check journal was then reviewed. SMITH explained the Jaworski Geotech payment was for the "restricted user permit" and pumping out the oil/water



separator. All Commissioners in favor of approving December 2003 Financial Report.

- b. **Ridership/Transit Reports for November and December 2003.** JENISKI reported the Airport and Goffs Falls routes combined increased 220 passengers in November and 506 in December. The large variances on the Bedford Mall route are because of tabulating procedure changes. JENISKI stated there is a year-to-date Saturday ridership decrease.
- c. **School Report for November/December 2003.** JENISKI reported all employees are in compliance with the number of safety meetings they are required to maintain their school bus certification. William Rogers has been retraining employees for highway driving and operating wheelchair lift equipment. We have also reinstated a practice whereby drivers are being retrained when involved in a vehicular accident. ROGERS is aggressively recruiting new personnel. We received and accepted five new school buses, they are inspected and ready to go. JENISKI stated overall it has been a good school year.
- d. **Maintenance Reports for November and December 2003.** BEAUREGARD reported inspections were on target with minimal overtime in November. In December, although inspections were good, there were several road calls in the transit operation attributed to snow. The snow causes electrical problems. Overtime increased because of snowstorms; plowing the yard and bus shelter clean up has to be done at night. TRISCIANI asked about Culver Amherst cleaning their bus shelters. BEAUREGARD said Culver Amherst only cleans inside the shelters; we have to clear the snow banks and remove the snow. He

explained there were also two or three weeks where he had two mechanics finishing up their vacations for the year.

## **NEW BUSINESS**

- 3      a.      **Nominations Chair and Vice Chair for 2004.** GUSTAFSON nominated TRISCIANI to continue to serve as Chair. Nominations were closed for Chair. TRISCIANI accepted the nomination. No roll call taken, Commissioners present in favor of TRISCIANI serving as Chair for 2004. DESELLE nominated BOISVERT to serve as Vice Chair. TRISCIANI nominated JESPERSEN to serve as Vice Chair. BOISVERT was present to accept the nomination and JESPERSEN accepted his nomination via a telephone conference call. Nominations were closed for Vice Chair. Roll call was taken for BOISVERT; DESELLE and BOISVERT voted yea. TRISCIANI, JESPERSEN and GUSTAFSON voted nay. Roll call was taken for JESPERSEN; TRISCIANI, JESPERSEN (via telephone) and GUSTAFSON voted yea. DESELLE and BOISVERT voted nay. JESPERSEN will serve as Vice Chair for 2004. Both gentlemen thanked Board Members for their encouragement.
- b.      **Approve Ron L. Beaulieu Company's Audit for FY 2003.** DESELLE made a motion to approve Ron L. Beaulieu's Audit for FY 2003. Seconded by GUSTAFSON. SMITH stated for the past two years a new condition requires we submit a "Management Discussion and Analysis" statement. Last year our analysis indicated the net assets went down as a result of our aging fleet. This year we modified that to say in addition to assets going down, the cash account decreased as a result of our decision to maintain the same service level and to use

cash to supplement the City's contribution. All Commissioners in favor of approving Ron L. Beaulieu's Audit for FY 2003.

- c. **Ratify Community Improvement Program for FY 2005.** SMITH passed out a modified 2005 Community Improvement Program ("CIP"). He explained none of the projects changed, just the "CIP 3 – Preliminary Activity Budget" form had to be filled out for each individual project. Staff participated in prioritizing the following projects:

(1) 3 – 30-35' transit buses. SMITH stated we have twelve buses beyond their useful life.

(2) 2 – 20-24 passenger vans (one van will replace the 1994 van.) SMITH stated between 2006 through 2010 there are eight vans for a replacement and expansion program.

(3) The transit radio system is in need of replacement. SMITH stated this project might need to be done first. The system was installed in 1975 and the Fire Department would like to see us replace it.

(4) Computer network.

(5) Software project.

SMITH explained the computer network and software projects are less critical than the vehicle and radio replacements and are less costly. StepSaver requires a lot of communication and a new radio system would be a closed radio system, which would protect personal information of StepSaver clients. Computer network needs to be upgraded. Pupil transportation software will need to be on the network. MTA should also replace accounting and maintenance programs in

the near future. BOISVERT made a motion to approve the 2005 CIP Program.

Seconded by GUSTAFSON. All Commissioners in favor.

- d. **Ratify Two Buses for Inauguration Ceremonies.** BOISVERT moved to ratify the vote taken via telephone to provide two shuttle buses for the City's Inauguration Ceremonies held on January 6, 2004. Seconded by DESELLE. All Commissioners in favor.
- e. **Approve January 1, 2004 Cost Allocation Plan.** CANTWELL explained since we provide two services, transit and school, we are required to have a plan that assures FTA we are not using ineligible expenses from capital grants or operating capital. SMITH explained Exhibit A is a summary of each allocation and the percentages we allocate to various accounts. Following discussion, BOISVERT made a motion to approve the 2004 Cost Allocation Plan. Seconded by DESELLE. All Commissioners in favor.
- f. **Transit Bus Color Scheme.** SMITH presented color schemes of various transit buses provided by Orion Bus Industries. SMITH was requesting a design scheme from the Board. BOISVERT mentioned bringing this to City officials for their input. PORTER offered her suggestions and will work with the Board on a new design scheme. BEAUREGARD gave his insight for repair purposes. SMITH indicated Orion would need this information by March 4<sup>th</sup>.
- g. **Financial Management Oversight Review.** Board members received the agenda for the FTA's Financial Management Oversight Review ("FMO"). SMITH explained this review started with a three day overall assessment of our financial management, February 2 - 4, 2004. Based on the reviewer's assessment during

those three days, they will develop an audit of our entire system. Two or three auditors will return between 60 and 120 days, for three to four weeks, to perform this very intense review.

- h. **Preliminary Discussion of FY 2005 Budget.** SMITH discussed the development of a budget for FY 2005. He explained health insurance last year increased 22.7%; this year we will have a 13.7% increase, with a 14.6% Medcomp III increase for our retirees. Increase in health insurance premiums is a major item we are dealing with in contract negotiations. Fleet insurance also affects how we present the budget. There have been large increases over the last two years; casualty insurance rose from \$143,000 to \$425,000. SMITH feels that vehicle insurance costs may be near its peak. The Mayor is requesting Departments present a current level service budget and a 95% budget from last year. A 110% service increase option budget will also be requested. SMITH explained this year our budget is under control and an increase would be moderate except for the rising costs of health insurance and vehicle insurance premiums. The Mayor has expressed a desire for nighttime service, but that may not be the first enhancement to the system we would want to do. SMITH stated we should consider more Saturday service, by providing a bus to the Airport, and longer daytime hours. Drivers are suggesting we have too much service on the west side of town with the Pinard/Bremer and Gossler/St. Anselm buses overlapping each other, and one of those buses could be used to cover the omitted Lake/Hanover line on Saturdays. Before looking at evening service Monday through Saturday, SMITH feels we should first consider Thursday, Friday and Saturday evening service.

Paratransit service must be provided within hours of operation we do on the fixed routes, so we would have to figure out what we would have to do with that service. In Nashua, where two routes operate at night, they take a bus off route when an eligible paratransit passenger demands service at night. SMITH explained the Board would adopt our proposed budget at the next meeting.

### **OLD BUSINESS**

4. a. **Status of Orion Bus Purchases.** SMITH explained we ordered two buses following the Commissions' action in November and he is now in the process of finalizing Orion's production order. The production will be completed in September and buses will be delivered in October 2004. TRISCIANI asked about electric side mirrors. BEAUREGARD stated the driver side mirror will be manual and the right side will be an electric mirror, both will be heated.

### **NON-PUBLIC SESSION**

5. a. **Non-Public Session Per RSA 91-A:3, II. (e).** At 7:15 PM BOISVERT made a motion to go into non-public session per RSA 91-A:3, II. (e). Seconded by DESELLE. All Commissioners in favor. BOISVERT made a motion to adjourn non-public session at 7:50 PM. Seconded by GUSTAFSON. All Commissioners in favor. TRISCIANI reported Board was briefed on issues of labor contract negotiations and that no motions were made during this session.

### **OTHER BUSINESS**

6. a. **Shopping Shuttles.** SMITH explained two shopping shuttles, paid for by Vista Foods' and Hannaford's, travel to elderly high-rises taking senior citizens grocery

shopping. We received a notice from Hannaford's that they would no longer provide an aide for their bus. The aide assists passengers with their packages. They also requested a signed contract agreement to provide this service. SMITH feels they want to protect their liability. He explained for several years we have charged \$60.00 daily for this service and the stores provided the aides. We need to increase our price from \$60.00 to \$75.00 to cover current costs. SMITH concerned with burdening the drivers without an aide. Vistas' aide quit last fall, but that bus is not busy. TRISCIANI stated if we take the driver out of their seat, we then become responsible if the driver drops a package or if the driver helps a passenger and someone falls down. TRISCIANI recommended requiring an aide to assist the driver and raise the price of the contract. TRISCIANI mentioned having Officer Bolduc look for a senior volunteer. BOISVERT made a motion to negotiate an increase for the shopping shuttle from \$60.00 to \$75.00 daily. Seconded by GUSTAFSON. All Commissioners in favor.

- b. **Date for Next Meeting.** Tuesday, March 2, 2004 at 5:00 PM.

With no further business to come before the Board, TRISCIANI made a motion to adjourn the meeting at 7:56 PM. Seconded by GUSTAFSON. All Commissioners in favor.



Transit

January 2004

2



## INCOME STATEMENT TRANSIT

JANUARY 01, 2004 - JANUARY 31, 2004

REPORT # 002 VERSION # 000196 FORMAT # 02

|                                    | CURRENT PERIOD    |              |                   |              | YEAR TO DATE        |              |                     |              | YTD NET CHANGE   |             |
|------------------------------------|-------------------|--------------|-------------------|--------------|---------------------|--------------|---------------------|--------------|------------------|-------------|
|                                    | THIS YEAR         | PCT          | BUDGET            | PCT          | THIS YEAR           | PCT          | BUDGET              | PCT          | AMOUNT           | VAR%        |
| <b>FAREBOX REVENUE</b>             |                   |              |                   |              |                     |              |                     |              |                  |             |
| 4010 FAREBOX                       | 13,074.86         | 5.6          | 10,150.00         | 4.5          | 90,870.97           | 6.0          | 62,930.00           | 4.0          | 27,940.97        | 44.4        |
| 4011 TICKETS - ADULTS              | 1,980.00          | 0.8          | 1,700.00          | 0.7          | 13,211.00           | 0.8          | 11,900.00           | 0.7          | 1,311.00         | 11.0        |
| 4012 TICKETS - SENIORS             | 420.00            | 0.1          | 675.00            | 0.3          | 5,265.00            | 0.3          | 4,725.00            | 0.3          | 540.00           | 11.4        |
| 4013 TICKETS - STUDENTS            | 3,892.49          | 1.6          | 825.00            | 0.3          | 3,892.49            | 0.2          | 5,775.00            | 0.3          | 1,882.51         | 32.6        |
| 4014 MONTHLY FULL FARE             | 2,211.00          | 0.9          | 1,000.00          | 0.4          | 11,508.50           | 0.7          | 7,000.00            | 0.4          | 4,508.50         | 64.4        |
| 4015 HANDICAPPED FEES              | 639.25            | 0.2          | 825.00            | 0.3          | 9,456.48            | 0.6          | 5,775.00            | 0.3          | 3,681.48         | 63.7        |
| 4058 MONTHLY HALF FARE             | 472.50            | 0.2          | 1,300.00          | 0.5          | 9,090.75            | 0.6          | 9,100.00            | 0.5          | 9.25             | 0.1         |
| <b>TOTAL FAREBOX &amp; TICKETS</b> | <b>22,690.10</b>  | <b>9.8</b>   | <b>16,475.00</b>  | <b>7.4</b>   | <b>143,295.19</b>   | <b>9.5</b>   | <b>107,205.00</b>   | <b>6.9</b>   | <b>36,090.19</b> | <b>33.6</b> |
| <b>TRANSIT CHARTER</b>             |                   |              |                   |              |                     |              |                     |              |                  |             |
| 4050 SPECIAL FARE                  | 0.00              | 0.0          | 2,000.00          | 0.9          | 8,851.50            | 0.5          | 14,000.00           | 0.9          | 5,148.50         | 36.7        |
| <b>TOTAL SPECIAL FARES</b>         | <b>0.00</b>       | <b>0.0</b>   | <b>2,000.00</b>   | <b>0.9</b>   | <b>8,851.50</b>     | <b>0.5</b>   | <b>14,000.00</b>    | <b>0.9</b>   | <b>5,148.50</b>  | <b>36.7</b> |
| <b>OTHER INCOME</b>                |                   |              |                   |              |                     |              |                     |              |                  |             |
| 4039 SALE FUELS CITY               | 30,448.59         | 13.2         | 13,300.00         | 5.9          | 99,554.89           | 6.6          | 93,100.00           | 6.0          | 6,454.89         | 6.9         |
| 4056 RENT BUS TERMINAL             | 1,600.00          | 0.6          | 1,600.00          | 0.7          | 11,200.00           | 0.7          | 11,200.00           | 0.7          | 0.00             | 0.0         |
| 4057 NH EMPLOYMENT DIV             | 0.00              | 0.0          | 0.00              | 0.0          | 13,240.17           | 0.8          | 0.00                | 0.0          | 13,240.17        | 100.0       |
| 4060 ADVERTISING SERVICES          | 5,662.10          | 2.4          | 3,700.00          | 1.6          | 36,193.10           | 2.4          | 25,900.00           | 1.6          | 10,293.10        | 39.7        |
| 4061 INSURANCE RPR REFUND          | 0.00              | 0.0          | 0.00              | 0.0          | 202.45              | 0.0          | 0.00                | 0.0          | 202.45           | 100.0       |
| 4070 SALES MAINT. SERVICE          | 1,613.08          | 0.7          | 3,000.00          | 1.3          | 13,288.52           | 0.8          | 21,000.00           | 1.3          | 7,711.48         | 36.7        |
| 4071 SALE OF BUSES & VEH           | 0.00              | 0.0          | 0.00              | 0.0          | 118.97              | 0.0          | 0.00                | 0.0          | 118.97           | 100.0       |
| 4072 INTEREST INCOME               | 388.14            | 0.1          | 870.00            | 0.3          | 2,446.20            | 0.1          | 6,090.00            | 0.3          | 3,643.80         | 59.8        |
| 4073 MISCELLANEOUS                 | 95.20             | 0.0          | 25.00             | 0.0          | 2,556.02            | 0.1          | 175.00              | 0.0          | 2,381.02         | *****       |
| 4075 SENIOR PICTURES               | 6.00              | 0.0          | 12.00             | 0.0          | 146.00              | 0.0          | 84.00               | 0.0          | 62.00            | 73.8        |
| <b>TOTAL OTHER REVENUE</b>         | <b>39,813.11</b>  | <b>17.2</b>  | <b>22,507.00</b>  | <b>10.1</b>  | <b>178,946.32</b>   | <b>11.9</b>  | <b>157,549.00</b>   | <b>10.1</b>  | <b>21,397.32</b> | <b>13.5</b> |
| <b>TOTAL OPERATION REVENUE</b>     | <b>62,503.21</b>  | <b>27.1</b>  | <b>40,982.00</b>  | <b>18.4</b>  | <b>331,093.01</b>   | <b>22.0</b>  | <b>278,754.00</b>   | <b>18.0</b>  | <b>52,339.01</b> | <b>18.7</b> |
| <b>ASSISTANCE</b>                  |                   |              |                   |              |                     |              |                     |              |                  |             |
| 4090 OPER. ASST. C. OF M.          | 70,833.33         | 30.7         | 81,097.00         | 36.4         | 495,833.31          | 33.0         | 567,679.00          | 36.6         | 71,845.69        | 12.6        |
| 4091 OPER. ASST. BEDFORD           | 3,300.00          | 1.4          | 3,300.00          | 1.4          | 23,100.00           | 1.5          | 23,100.00           | 1.4          | 0.00             | 0.0         |
| 4092 OPER. ASST. NHDES             | 0.00              | 0.0          | 0.00              | 0.0          | 4,142.00            | 0.2          | 0.00                | 0.0          | 4,142.00         | 100.0       |
| 4130 OPER. ASST., SEC. 9           | 93,611.00         | 40.6         | 96,897.00         | 43.5         | 646,238.22          | 43.0         | 678,279.00          | 43.8         | 32,040.78        | 4.7         |
| <b>TOTAL ASSISTANCE</b>            | <b>167,744.33</b> | <b>72.8</b>  | <b>181,294.00</b> | <b>81.5</b>  | <b>1,169,313.53</b> | <b>77.9</b>  | <b>1,269,058.00</b> | <b>81.9</b>  | <b>99,744.47</b> | <b>7.8</b>  |
| <b>TOTAL REVENUES</b>              | <b>230,247.54</b> | <b>100.0</b> | <b>222,276.00</b> | <b>100.0</b> | <b>1,500,406.54</b> | <b>100.0</b> | <b>1,547,812.00</b> | <b>100.0</b> | <b>47,405.46</b> | <b>3.0</b>  |
| <b>EXPENSES</b>                    |                   |              |                   |              |                     |              |                     |              |                  |             |
| <b>LABOR</b>                       |                   |              |                   |              |                     |              |                     |              |                  |             |
| 5010 OPERATORS WAGES               | 54,072.81         | 21.6         | 60,750.00         | 25.1         | 384,873.12          | 22.8         | 423,399.00          | 24.9         | 38,525.88        | 9.1         |
| 5011 OPERATORS WAGES E&H           | 3,797.31          | 1.5          | 5,283.00          | 2.1          | 38,077.50           | 2.2          | 36,817.00           | 2.1          | 1,260.50         | 3.4         |
| 5110 OPERATORS O.T. WAGES          | 4,039.48          | 1.6          | 2,969.00          | 1.2          | 51,024.36           | 3.0          | 20,692.00           | 1.2          | 30,332.36        | 146.5       |
| 5110 OPERATOR O.T. E&H             | 882.60            | 0.3          | 2,969.00          | 1.2          | 3,553.87            | 0.2          | 20,692.00           | 1.2          | 17,138.13        | 82.8        |
| 5013 MECHANICS WAGES               | 9,984.01          | 4.0          | 12,770.00         | 5.2          | 77,231.58           | 4.5          | 89,390.00           | 5.2          | 12,158.42        | 13.6        |
| 5113 MECHANICS O.T. WAGES          | 445.00            | 0.1          | 0.00              | 0.0          | 3,053.04            | 0.1          | 0.00                | 0.0          | 3,053.04         | 100.0       |
| 5017 TRANS ADMIN WAGES             | 5,566.24          | 2.2          | 5,831.00          | 2.4          | 40,496.91           | 2.4          | 40,817.00           | 2.4          | 320.09           | 0.7         |
| 5018 WAGES MAINT. ADMIN            | 3,135.07          | 1.2          | 3,474.00          | 1.4          | 20,976.59           | 1.2          | 24,318.00           | 1.4          | 3,341.41         | 13.7        |
| 5019 WAGES OFFICE ADMIN            | 5,724.10          | 2.2          | 5,930.00          | 2.4          | 35,463.54           | 2.1          | 41,510.00           | 2.4          | 6,046.46         | 14.5        |

## INCOME STATEMENT TRANSIT

JANUARY 01, 2004 - JANUARY 31, 2004

REPORT # 002 VERSION # 000196 FORMAT # 02

|                             | CURRENT PERIOD   |             |                   |             | YEAR TO DATE      |             |                   |             | YTD NET CHANGE    |             |
|-----------------------------|------------------|-------------|-------------------|-------------|-------------------|-------------|-------------------|-------------|-------------------|-------------|
|                             | THIS YEAR        | PCT         | BUDGET            | PCT         | THIS YEAR         | PCT         | BUDGET            | PCT         | AMOUNT            | VAR%        |
| 5117 WAGES TRANSP O.T.      | 1,022.61         | 0.4         | 96.00             | 0.0         | 8,500.27          | 0.5         | 672.00            | 0.0         | 7,828.27          | *****       |
| 5119 WAGES OFFICE O.T.      | 145.27           | 0.0         | 79.00             | 0.0         | 684.55            | 0.0         | 553.00            | 0.0         | 131.55            | 23.7        |
| 6003 PAYROLL TRANSACTION    | 0.00             | 0.0         | 0.00              | 0.0         | 0.00              | 0.0         | 0.00              | 0.0         | 0.00              | *****       |
| <b>TOTAL LABOR</b>          | <b>88,814.50</b> | <b>35.5</b> | <b>100,151.00</b> | <b>41.4</b> | <b>663,935.33</b> | <b>39.4</b> | <b>698,860.00</b> | <b>41.2</b> | <b>34,924.67-</b> | <b>5.0-</b> |
| <b>FRINGE BENEFITS</b>      |                  |             |                   |             |                   |             |                   |             |                   |             |
| 5004 TRANS ADM SICK WAGES   | 624.42           | 0.2         | 127.00            | 0.0         | 2,481.95          | 0.1         | 889.00            | 0.0         | 1,592.95          | 179.1       |
| 5005 TRANS ADM VAC WAGES    | 945.16           | 0.3         | 754.00            | 0.3         | 7,856.28          | 0.4         | 5,278.00          | 0.3         | 2,578.28          | 48.8        |
| 5006 TRANS ADM HOL WAGES    | 613.76           | 0.2         | 424.00            | 0.1         | 3,548.70          | 0.2         | 2,968.00          | 0.1         | 580.70            | 19.5        |
| 5007 MAINT ADM SICK WAGES   | 0.00             | 0.0         | 86.00             | 0.0         | 572.48            | 0.0         | 602.00            | 0.0         | 29.52-            | 4.9-        |
| 5008 MAINT ADM VAC WAGES    | 899.07           | 0.3         | 286.00            | 0.1         | 3,909.38          | 0.2         | 2,002.00          | 0.1         | 1,907.38          | 95.2        |
| 5009 MAINT ADM HOL WAGES    | 178.12           | 0.0         | 371.00            | 0.1         | 2,177.24          | 0.1         | 2,597.00          | 0.1         | 419.76-           | 16.1-       |
| 5014 OFFICE VAC WAGES       | 753.05           | 0.3         | 533.00            | 0.2         | 5,231.94          | 0.3         | 3,731.00          | 0.2         | 1,500.94          | 40.2        |
| 5015 OFFICE HOLIDAY WAGES   | 667.36           | 0.2         | 403.00            | 0.1         | 3,719.87          | 0.2         | 2,821.00          | 0.1         | 898.87            | 31.8        |
| 5016 OFFICE SICK WAGES      | 352.94           | 0.1         | 121.00            | 0.0         | 2,947.14          | 0.1         | 847.00            | 0.0         | 2,100.14          | 247.9       |
| 5021 F.I.C.A.               | 9,056.85         | 3.6         | 9,508.00          | 3.9         | 65,308.81         | 3.8         | 66,216.00         | 3.9         | 907.19-           | 1.3-        |
| 5022 N.H. UNEMPLOYMENT      | 473.00           | 0.1         | 461.00            | 0.1         | 3,359.00          | 0.2         | 3,227.00          | 0.1         | 132.00            | 4.0         |
| 5023 PENSION                | 4,510.00         | 1.8         | 4,195.00          | 1.7         | 28,384.28         | 1.6         | 29,365.00         | 1.7         | 980.72-           | 3.3-        |
| 5024 HEALTH INSURANCE       | 37,052.82        | 14.8        | 31,591.00         | 13.0        | 215,317.72        | 12.7        | 221,137.00        | 13.0        | 5,819.28-         | 2.6-        |
| 5025 MEDICAL EXAMINATION    | 0.00             | 0.0         | 0.00              | 0.0         | 160.00            | 0.0         | 0.00              | 0.0         | 160.00            | 100.0       |
| 5026 LIFE INSURANCE         | 558.41           | 0.2         | 475.00            | 0.2         | 3,813.05          | 0.2         | 3,325.00          | 0.2         | 488.05            | 14.6        |
| 5027 WORKER'S COMP          | 14,411.15        | 5.7         | 3,752.00          | 1.5         | 31,723.15         | 1.8         | 26,189.00         | 1.5         | 5,534.15          | 21.1        |
| 5028 OPERATORS SICK PAY     | 117.68           | 0.0         | 2,455.00          | 1.0         | 19,823.35         | 1.1         | 17,185.00         | 1.0         | 2,638.35          | 15.3        |
| 5034 OPERATORS VACATION     | 4,119.00         | 1.6         | 4,444.00          | 1.8         | 28,832.80         | 1.7         | 31,108.00         | 1.8         | 2,275.20-         | 7.3-        |
| 5031 OPERATORS HOLIDAY      | 8,485.25         | 3.4         | 3,273.00          | 1.3         | 29,449.65         | 1.7         | 22,911.00         | 1.3         | 6,538.65          | 28.5        |
| 5029 MECHANICS SICK PAY     | 0.00             | 0.0         | 85.00             | 0.0         | 3,038.00          | 0.1         | 595.00            | 0.0         | 2,443.00          | 410.5       |
| 5035 MECHANICS VACATION     | 1,752.00         | 0.7         | 1,724.00          | 0.7         | 12,265.96         | 0.7         | 12,068.00         | 0.7         | 197.96            | 1.6         |
| 5032 MECHANICS HOLIDAY      | 2,665.92         | 1.0         | 1,024.00          | 0.4         | 9,030.08          | 0.5         | 7,168.00          | 0.4         | 1,862.08          | 25.9        |
| 5037 OPER UNIFORM ALLOW     | 397.00           | 0.1         | 733.00            | 0.3         | 4,736.41          | 0.2         | 5,131.00          | 0.3         | 394.59-           | 7.6-        |
| 5038 MAINT UNIFORM ALLOW    | 161.65           | 0.0         | 448.00            | 0.1         | 2,042.34          | 0.1         | 3,360.00          | 0.2         | 1,317.66-         | 39.2-       |
| 5120 MAINT TOOL ALLOWANCE   | 0.00             | 0.0         | 54.00             | 0.0         | 0.00              | 0.0         | 378.00            | 0.0         | 378.00-           | 100.0-      |
| 5095 OP/MECH FRINGE RATE    | 5,822.61-        | 2.3-        | 4,933.00-         | 2.0-        | 36,738.05-        | 2.1-        | 33,544.00-        | 1.9-        | 3,194.05-         | 9.5-        |
| 6006 FRINGE BENEFITS        | 5,368.95-        | 2.1-        | 4,415.00-         | 1.8-        | 39,389.21-        | 2.3-        | 30,905.00-        | 1.8-        | 8,484.21-         | 27.4-       |
| <b>TOTAL FRINGE BENEFIT</b> | <b>77,603.05</b> | <b>31.0</b> | <b>57,979.00</b>  | <b>23.9</b> | <b>413,602.32</b> | <b>24.5</b> | <b>406,649.00</b> | <b>23.9</b> | <b>6,953.32</b>   | <b>1.7</b>  |
| <b>SERVICES</b>             |                  |             |                   |             |                   |             |                   |             |                   |             |
| 5039 MGMT/CONSULTANT FEE    | 11,801.99        | 4.7         | 11,088.00         | 4.5         | 79,478.60         | 4.7         | 77,616.00         | 4.5         | 1,862.60          | 2.4         |
| 5041 COMMISSIONERS EXP      | 166.67           | 0.0         | 83.00             | 0.0         | 1,166.69          | 0.0         | 581.00            | 0.0         | 585.69            | 100.8       |
| 5042 OUTSIDE ADVERTISING    | 104.00           | 0.0         | 417.00            | 0.1         | 1,511.28          | 0.0         | 2,919.00          | 0.1         | 1,407.72-         | 48.2-       |
| 5043 LEGAL EXPENSES         | 0.00             | 0.0         | 833.00            | 0.3         | 2,080.86          | 0.1         | 5,831.00          | 0.3         | 3,750.14-         | 64.3-       |
| 5044 AUDITING EXPENSES      | 0.00             | 0.0         | 0.00              | 0.0         | 5,040.00          | 0.3         | 4,800.00          | 0.2         | 240.00            | 5.0         |
| 5045 SERVICE BUREAU         | 1,189.71         | 0.4         | 1,067.00          | 0.4         | 5,711.51          | 0.3         | 7,469.00          | 0.4         | 1,757.49-         | 23.5-       |
| 5046 SECURITY SERVICE       | 87.83            | 0.0         | 33.00             | 0.0         | 539.35            | 0.0         | 231.00            | 0.0         | 308.35            | 133.4       |
| 5047 REPAIRS BLDG & GRNDS   | 619.69           | 0.2         | 917.00            | 0.3         | 10,570.43         | 0.6         | 6,419.00          | 0.3         | 4,151.43          | 64.6        |
| 5048 REPAIRS SHOP EQUIP.    | 0.00             | 0.0         | 143.00            | 0.0         | 1,060.01          | 0.0         | 1,001.00          | 0.0         | 59.01             | 5.9         |
| 5049 REPAIRS OFFICE EQUIP   | 0.00             | 0.0         | 238.00            | 0.1         | 2,241.57          | 0.1         | 1,666.00          | 0.1         | 575.57            | 34.5        |
| 5050 REPAIRS - RADIOS       | 0.00             | 0.0         | 83.00             | 0.0         | 0.00              | 0.0         | 581.00            | 0.0         | 581.00-           | 100.0-      |
| 5051 JANITORIAL SERVICES    | 521.56           | 0.2         | 625.00            | 0.2         | 4,069.74          | 0.2         | 4,375.00          | 0.2         | 305.26-           | 6.9-        |
| 5052 JANITORIAL SUPPLIES    | 153.84           | 0.0         | 31.00             | 0.0         | 416.41            | 0.0         | 217.00            | 0.0         | 199.41            | 91.8        |
| 5081 PRE-EMPLOY MED. EXAM   | 0.00             | 0.0         | 125.00            | 0.0         | 400.00            | 0.0         | 875.00            | 0.0         | 475.00-           | 54.2-       |

## INCOME STATEMENT TRANSIT

JANUARY 01, 2004 - JANUARY 31, 2004

REPORT # 002 VERSION # 000196 FORMAT # 02

|                                      | CURRENT PERIOD    |              |                   |              | YEAR TO DATE        |              |                     |              | YTD NET CHANGE   |             |
|--------------------------------------|-------------------|--------------|-------------------|--------------|---------------------|--------------|---------------------|--------------|------------------|-------------|
|                                      | THIS YEAR         | PCT          | BUDGET            | PCT          | THIS YEAR           | PCT          | BUDGET              | PCT          | AMOUNT           | VAR%        |
| 5100 DRUG & ALCOHOL TESTS            | 520.00            | 0.2          | 250.00            | 0.1          | 2,460.00            | 0.1          | 1,750.00            | 0.1          | 710.00           | 40.5        |
| 6002 MARKETING EXPENSE               | 0.00              | 0.0          | 0.00              | 0.0          | 220.50              | 0.0          | 0.00                | 0.0          | 220.50           | 100.0       |
| <b>TOTAL SERVICES</b>                | <b>15,165.29</b>  | <b>6.0</b>   | <b>15,933.00</b>  | <b>6.5</b>   | <b>116,966.95</b>   | <b>6.9</b>   | <b>116,331.00</b>   | <b>6.8</b>   | <b>635.95</b>    | <b>0.5</b>  |
| <b>MATERIAL &amp; SUPPLIES</b>       |                   |              |                   |              |                     |              |                     |              |                  |             |
| 5001 PURCHASES DISCOUNTS             | 313.49            | 0.1          | 250.00            | 0.1          | 2,289.34            | 0.1          | 1,750.00            | 0.1          | 539.34           | 30.8        |
| 5053 FUELS CITY DEPTS                | 14,905.70         | 5.9          | 13,300.00         | 5.5          | 94,270.24           | 5.6          | 93,100.00           | 5.4          | 1,170.24         | 1.2         |
| 5055 GASOLINE OPERATIONS             | 237.69            | 0.1          | 42.00             | 0.0          | 1,647.16            | 0.1          | 294.00              | 0.0          | 1,353.16         | 460.2       |
| 5056 GASOLINE SUPPORT VEH            | 61.48             | 0.0          | 42.00             | 0.0          | 275.97              | 0.0          | 294.00              | 0.0          | 18.03            | 6.1         |
| 5057 DIESEL OPERATIONS               | 8,246.88          | 3.3          | 8,409.00          | 3.4          | 55,442.28           | 3.2          | 58,534.00           | 3.4          | 3,091.72         | 5.2         |
| 5058 OIL & GREASE                    | 128.28            | 0.0          | 344.00            | 0.1          | 1,666.05            | 0.1          | 2,389.00            | 0.1          | 722.95           | 30.2        |
| 5060 TIRES                           | 745.16            | 0.3          | 1,297.00          | 0.5          | 5,737.07            | 0.3          | 9,027.00            | 0.5          | 3,289.93         | 36.4        |
| 5061 TRANS.-MISC.                    | 37.36             | 0.0          | 167.00            | 0.0          | 643.26              | 0.0          | 1,169.00            | 0.0          | 525.74           | 44.9        |
| 5062 TRANS. SCHED/TKTS               | 0.00              | 0.0          | 417.00            | 0.1          | 6,586.86            | 0.3          | 2,919.00            | 0.1          | 3,667.86         | 125.6       |
| 5063 MAINTENANCE PARTS               | 4,869.87          | 1.9          | 4,306.00          | 1.7          | 62,426.42           | 3.7          | 29,976.00           | 1.7          | 32,450.42        | 108.2       |
| 5065 MAINTENANCE SUPPLIES            | 223.64            | 0.0          | 570.00            | 0.2          | 2,748.72            | 0.1          | 3,990.00            | 0.2          | 1,241.28         | 31.1        |
| 5066 OFFICE SUPPLIES                 | 839.07            | 0.3          | 1,040.00          | 0.4          | 7,898.25            | 0.4          | 7,280.00            | 0.4          | 618.25           | 8.4         |
| 5067 MISC. OFFICE SUPPLIE            | 38.26             | 0.0          | 173.00            | 0.0          | 672.75              | 0.0          | 1,211.00            | 0.0          | 538.25           | 44.4        |
| 5093 ANTI-FREEZE EXP                 | 1.50              | 0.0          | 87.00             | 0.0          | 101.92              | 0.0          | 609.00              | 0.0          | 507.08           | 83.2        |
| 5098 HAZARDOUS MATERIALS             | 106.70            | 0.0          | 48.00             | 0.0          | 2,192.81            | 0.1          | 336.00              | 0.0          | 1,856.81         | 552.6       |
| 5099 BODY SHOP SUPPLIES              | 0.00              | 0.0          | 95.00             | 0.0          | 514.52              | 0.0          | 665.00              | 0.0          | 150.48           | 22.6        |
| 6005 OUTSIDE PARTS/LABOR             | 0.00              | 0.0          | 42.00             | 0.0          | 307.00              | 0.0          | 294.00              | 0.0          | 13.00            | 4.4         |
| <b>TOTAL MATERIAL &amp; SUPPLIES</b> | <b>30,128.10</b>  | <b>12.0</b>  | <b>30,129.00</b>  | <b>12.4</b>  | <b>240,841.94</b>   | <b>14.3</b>  | <b>210,337.00</b>   | <b>12.4</b>  | <b>30,504.94</b> | <b>14.5</b> |
| <b>UTILITIES</b>                     |                   |              |                   |              |                     |              |                     |              |                  |             |
| 5068 NATURAL GAS                     | 3,187.15          | 1.2          | 825.00            | 0.3          | 6,078.07            | 0.3          | 5,775.00            | 0.3          | 303.07           | 5.2         |
| 5069 TELEPHONE                       | 540.84            | 0.2          | 550.00            | 0.2          | 4,181.55            | 0.2          | 3,850.00            | 0.2          | 331.55           | 8.6         |
| 5070 ELECTRICITY                     | 2,104.59          | 0.8          | 1,604.00          | 0.6          | 11,479.66           | 0.6          | 11,228.00           | 0.6          | 251.66           | 2.2         |
| 5071 WATER                           | 121.48            | 0.0          | 115.00            | 0.0          | 797.94              | 0.0          | 805.00              | 0.0          | 7.06             | 0.8         |
| <b>TOTAL UTILITIES</b>               | <b>5,954.06</b>   | <b>2.3</b>   | <b>3,094.00</b>   | <b>1.2</b>   | <b>22,537.22</b>    | <b>1.3</b>   | <b>21,658.00</b>    | <b>1.2</b>   | <b>879.22</b>    | <b>4.0</b>  |
| <b>INSURANCE</b>                     |                   |              |                   |              |                     |              |                     |              |                  |             |
| 5072 PUBLIC LIABILITY INS            | 10,907.00         | 4.3          | 8,517.00          | 3.5          | 76,337.00           | 4.5          | 59,619.00           | 3.5          | 16,718.00        | 28.0        |
| 5074 OTHER LIABILITY INS             | 1,060.00          | 0.4          | 1,183.00          | 0.4          | 7,286.00            | 0.4          | 8,281.00            | 0.4          | 995.00           | 12.0        |
| <b>TOTAL INSURANCE</b>               | <b>11,967.00</b>  | <b>4.7</b>   | <b>9,700.00</b>   | <b>4.0</b>   | <b>83,623.00</b>    | <b>4.9</b>   | <b>67,900.00</b>    | <b>4.0</b>   | <b>15,723.00</b> | <b>23.1</b> |
| <b>OTHER EXPENSES</b>                |                   |              |                   |              |                     |              |                     |              |                  |             |
| 5064 REPAIRS CITY TERMINL            | 0.00              | 0.0          | 250.00            | 0.1          | 1,414.77            | 0.0          | 1,750.00            | 0.1          | 335.23           | 19.1        |
| 5076 OPERATORS LICENSES              | 105.00            | 0.0          | 42.00             | 0.0          | 525.00              | 0.0          | 294.00              | 0.0          | 231.00           | 78.5        |
| 5078 DUES & MEMBERSHIP               | 0.00              | 0.0          | 83.00             | 0.0          | 515.00              | 0.0          | 581.00              | 0.0          | 66.00            | 11.3        |
| 5079 TRAINING & MEETINGS             | 82.50             | 0.0          | 83.00             | 0.0          | 297.52              | 0.0          | 581.00              | 0.0          | 878.52           | 151.2       |
| 5094 GRIEVANCE EXPENSE               | 0.00              | 0.0          | 38.00             | 0.0          | 0.00                | 0.0          | 266.00              | 0.0          | 266.00           | 100.0       |
| 5097 DEPRECIATION EXPENSE            | 19,925.00         | 7.9          | 24,400.00         | 10.0         | 139,475.00          | 8.2          | 170,800.00          | 10.0         | 31,325.00        | 18.3        |
| <b>TOTAL OTHER EXPENSES</b>          | <b>20,112.50</b>  | <b>8.0</b>   | <b>24,896.00</b>  | <b>10.2</b>  | <b>141,632.25</b>   | <b>8.4</b>   | <b>174,272.00</b>   | <b>10.2</b>  | <b>32,639.75</b> | <b>18.7</b> |
| <b>TOTAL EXPENSES</b>                | <b>249,744.50</b> | <b>100.0</b> | <b>241,882.00</b> | <b>100.0</b> | <b>1,683,139.01</b> | <b>100.0</b> | <b>1,696,007.00</b> | <b>100.0</b> | <b>12,867.99</b> | <b>0.7</b>  |

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## INCOME STATEMENT TRANSIT

JANUARY 01, 2004 - JANUARY 31, 2004

REPORT # 002 VERSION # 000196 FORMAT # 02

|                   | CURRENT PERIOD |      |            |      | YEAR TO DATE |       |             |      | YTD NET CHANGE |       |
|-------------------|----------------|------|------------|------|--------------|-------|-------------|------|----------------|-------|
|                   | THIS YEAR      | PCT  | BUDGET     | PCT  | THIS YEAR    | PCT   | BUDGET      | PCT  | AMOUNT         | VAR%  |
| NET INCOME (LOSS) | 19,496.96-     | 7.8- | 19,606.00- | 8.1- | 182,732.47-  | 10.8- | 148,195.00- | 8.7- | 34,537.47-     | 23.3- |

C



School

January 2004

## INCOME STATEMENT SCHOOL

JANUARY 01, 2004 - JANUARY 31, 2004

REPORT # 003 VERSION # 000005 FORMAT # 02

|                                | CURRENT PERIOD    |              |                   |              | YEAR TO DATE        |              |                     |              | YTD NET CHANGE    |              |
|--------------------------------|-------------------|--------------|-------------------|--------------|---------------------|--------------|---------------------|--------------|-------------------|--------------|
|                                | THIS YEAR         | PCT          | BUDGET            | PCT          | THIS YEAR           | PCT          | BUDGET              | PCT          | AMOUNT            | VAR%         |
| <b>STUDENT TRANSPORTATION</b>  |                   |              |                   |              |                     |              |                     |              |                   |              |
| 4030 PUPIL CONTRACT            | 179,572.50        | 77.8         | 170,204.00        | 77.5         | 897,862.50          | 75.7         | 851,015.00          | 76.0         | 46,847.50         | 5.5          |
| 4031 SKILL CENTER              | 15,660.00         | 6.7          | 12,528.00         | 5.7          | 78,300.00           | 6.6          | 57,768.00           | 5.1          | 20,532.00         | 35.5         |
| 4032 SPECIAL NEEDS             | 12,510.00         | 5.4          | 12,510.00         | 5.7          | 59,346.00           | 5.0          | 79,230.00           | 7.0          | 19,884.00-        | 25.1-        |
| 4037 WATER SAFETY              | 1,040.00          | 0.4          | 0.00              | 0.0          | 1,040.00            | 0.0          | 0.00                | 0.0          | 1,040.00          | 100.0        |
| 4038 STUDENT TICKETS           | 517.51            | 0.2          | 4,000.00          | 1.8          | 18,814.76           | 1.5          | 20,000.00           | 1.7          | 1,185.24-         | 5.9-         |
| <b>TOTAL STUDENT TRANSPRTN</b> | <b>209,300.01</b> | <b>90.7</b>  | <b>199,242.00</b> | <b>90.8</b>  | <b>1,055,363.26</b> | <b>89.0</b>  | <b>1,008,013.00</b> | <b>90.0</b>  | <b>47,350.26</b>  | <b>4.7</b>   |
| <b>SCHOOL CHARTERS</b>         |                   |              |                   |              |                     |              |                     |              |                   |              |
| 4073 MISCELLANEOUS OTHER       | 0.00              | 0.0          | 0.00              | 0.0          | 105.00              | 0.0          | 0.00                | 0.0          | 105.00            | 100.0        |
| 4077 CHARTER "BAND"            | 85.00             | 0.0          | 0.00              | 0.0          | 10,553.25           | 0.8          | 0.00                | 0.0          | 10,553.25         | 100.0        |
| 4079 CHARTER "BASKETBALL"      | 6,584.50          | 2.8          | 0.00              | 0.0          | 10,583.75           | 0.8          | 0.00                | 0.0          | 10,583.75         | 100.0        |
| 4080 CHARTER "CROSSCNTRY"      | 0.00              | 0.0          | 0.00              | 0.0          | 4,644.75            | 0.3          | 0.00                | 0.0          | 4,644.75          | 100.0        |
| 4081 CHARTER "FIELDTRIPS"      | 6,345.25          | 2.7          | 20,000.00         | 9.1          | 61,057.10           | 5.1          | 110,000.00          | 9.8          | 48,942.90-        | 44.4-        |
| 4082 CHARTER "FOOTBALL"        | 0.00              | 0.0          | 0.00              | 0.0          | 9,854.00            | 0.8          | 0.00                | 0.0          | 9,854.00          | 100.0        |
| 4083 CHARTER "GOLF"            | 0.00              | 0.0          | 0.00              | 0.0          | 2,872.00            | 0.2          | 0.00                | 0.0          | 2,872.00          | 100.0        |
| 4084 CHARTER "HOCKEY"          | 919.00            | 0.4          | 0.00              | 0.0          | 4,266.75            | 0.3          | 0.00                | 0.0          | 4,266.75          | 100.0        |
| 4085 CHARTER "SOCCER"          | 0.00              | 0.0          | 0.00              | 0.0          | 12,163.25           | 1.0          | 0.00                | 0.0          | 12,163.25         | 100.0        |
| 4086 CHARTER "TRACK"           | 3,732.75          | 1.6          | 0.00              | 0.0          | 4,701.25            | 0.4          | 0.00                | 0.0          | 4,701.25          | 100.0        |
| 4087 CHARTER "VOLLEYBALL"      | 0.00              | 0.0          | 0.00              | 0.0          | 3,101.80            | 0.2          | 0.00                | 0.0          | 3,101.80          | 100.0        |
| 4088 CHARTER "WRESTLING"       | 2,775.25          | 1.2          | 0.00              | 0.0          | 4,447.75            | 0.3          | 0.00                | 0.0          | 4,447.75          | 100.0        |
| 4089 CHARTER "SKIING"          | 811.25            | 0.3          | 0.00              | 0.0          | 811.25              | 0.0          | 0.00                | 0.0          | 811.25            | 100.0        |
| <b>TOTAL SCHOOL CHARTERS</b>   | <b>21,253.00</b>  | <b>9.2</b>   | <b>20,000.00</b>  | <b>9.1</b>   | <b>129,161.90</b>   | <b>10.8</b>  | <b>110,000.00</b>   | <b>9.8</b>   | <b>19,161.90</b>  | <b>17.4</b>  |
| <b>INTEREST INCOME</b>         | <b>73.94</b>      | <b>0.0</b>   | <b>180.00</b>     | <b>0.0</b>   | <b>1,050.82</b>     | <b>0.0</b>   | <b>1,260.00</b>     | <b>0.1</b>   | <b>209.18-</b>    | <b>16.6-</b> |
| <b>TOTAL SCHOOL REVENUES</b>   | <b>230,626.95</b> | <b>100.0</b> | <b>219,422.00</b> | <b>100.0</b> | <b>1,185,575.98</b> | <b>100.0</b> | <b>1,119,273.00</b> | <b>100.0</b> | <b>66,302.98</b>  | <b>5.9</b>   |
| <b>EXPENSES</b>                |                   |              |                   |              |                     |              |                     |              |                   |              |
| <b>LABOR</b>                   |                   |              |                   |              |                     |              |                     |              |                   |              |
| 5003 FULLTIME OPERATORS        | 0.00              | 0.0          | 857.00            | 0.3          | 1,785.48            | 0.1          | 3,720.00            | 0.2          | 1,934.52-         | 52.0-        |
| 5010 PART-TIMER OP WAGES       | 74,481.52         | 36.0         | 94,004.00         | 39.7         | 423,140.01          | 33.2         | 461,570.00          | 34.1         | 38,429.99-        | 8.3-         |
| 5112 F/T OPERATORS OT          | 38.17             | 0.0          | 0.00              | 0.0          | 2,125.26            | 0.1          | 0.00                | 0.0          | 2,125.26          | 100.0        |
| 5110 OPERATORS O.T. WAGES      | 1,676.95          | 0.8          | 4,401.00          | 1.8          | 12,632.37           | 0.9          | 19,103.00           | 1.4          | 6,470.63-         | 33.8-        |
| 5013 WAGES MECHANICS           | 8,910.96          | 4.3          | 7,183.00          | 3.0          | 49,312.57           | 3.8          | 50,281.00           | 3.7          | 968.43-           | 1.9-         |
| 5017 WAGES TRANS ADMIN         | 6,745.49          | 3.2          | 3,983.00          | 1.6          | 40,175.69           | 3.1          | 27,881.00           | 2.0          | 12,294.69         | 44.1         |
| 5018 WAGES MAINT. ADMIN        | 2,916.27          | 1.4          | 3,207.00          | 1.3          | 19,866.96           | 1.5          | 22,449.00           | 1.6          | 2,582.04-         | 11.5-        |
| 5019 WAGES ADMINISTRATION      | 3,392.34          | 1.6          | 3,531.00          | 1.4          | 21,200.52           | 1.6          | 24,717.00           | 1.8          | 3,516.48-         | 14.2-        |
| 6003 PAYROLL TRANSACTION       | 274.99-           | 0.1-         | 0.00              | 0.0          | 479.09-             | 0.0          | 0.00                | 0.0          | 479.09-           | 100.0        |
| <b>TOTAL LABOR EXPENSES</b>    | <b>97,886.71</b>  | <b>47.4</b>  | <b>117,166.00</b> | <b>49.5</b>  | <b>569,759.77</b>   | <b>44.7</b>  | <b>609,721.00</b>   | <b>45.0</b>  | <b>39,961.23-</b> | <b>6.5-</b>  |
| <b>FRINGE BENEFITS</b>         |                   |              |                   |              |                     |              |                     |              |                   |              |
| 5021 FICA EXPENSE              | 7,296.64          | 3.5          | 8,872.00          | 3.7          | 40,829.65           | 3.2          | 44,242.00           | 3.2          | 3,412.35-         | 7.7-         |
| 5024 HEALTH INSURANCE          | 274.68            | 0.1          | 0.00              | 0.0          | 156.47-             | 0.0          | 0.00                | 0.0          | 156.47-           | 100.0        |
| 5025 MEDICAL EXAMINATIONS      | 0.00              | 0.0          | 0.00              | 0.0          | 210.00              | 0.0          | 0.00                | 0.0          | 210.00            | 100.0        |
| 5027 WORKER'S COMP             | 1,007.00          | 0.4          | 3,565.00          | 1.5          | 15,174.00           | 1.1          | 17,035.00           | 1.2          | 1,861.00-         | 10.9-        |
| 5031 OPERATORS HOL. WAGES      | 5,501.52          | 2.6          | 6,852.00          | 2.9          | 12,441.32           | 0.9          | 17,130.00           | 1.2          | 4,688.68-         | 27.3-        |
| 5034 OPERATORS VACATION        | 0.00              | 0.0          | 0.00              | 0.0          | 4,534.50            | 0.3          | 5,472.00            | 0.4          | 937.50-           | 17.1-        |
| 5037 OPER UNIFORMS ALLOW       | 1,574.00          | 0.7          | 300.00            | 0.1          | 2,240.70            | 0.1          | 2,100.00            | 0.1          | 140.70            | 6.7          |

## INCOME STATEMENT SCHOOL

JANUARY 01, 2004 - JANUARY 31, 2004

REPORT # 003 VERSION # 000005 FORMAT # 02

|                                      | CURRENT PERIOD   |             |                  |             | YEAR TO DATE      |             |                   |             | YTD NET CHANGE  |            |
|--------------------------------------|------------------|-------------|------------------|-------------|-------------------|-------------|-------------------|-------------|-----------------|------------|
|                                      | THIS YEAR        | PCT         | BUDGET           | PCT         | THIS YEAR         | PCT         | BUDGET            | PCT         | AMOUNT          | VAR%       |
| 5038 MAINT UNIFORM ALLOW             | 122.20           | 0.0         | 0.00             | 0.0         | 1,135.03          | 0.0         | 0.00              | 0.0         | 1,135.03        | 100.0      |
| 5095 OP/MECH FRINGE RATE             | 5,822.61         | 2.8         | 4,902.00         | 2.0         | 36,738.05         | 2.8         | 33,313.00         | 2.4         | 3,425.05        | 10.2       |
| 6006 FRINGE BENEFITS                 | 5,368.95         | 2.6         | 4,373.00         | 1.8         | 39,389.21         | 3.0         | 30,611.00         | 2.2         | 8,778.21        | 28.6       |
| <b>TOTAL FRINGES</b>                 | <b>26,967.60</b> | <b>13.0</b> | <b>28,864.00</b> | <b>12.2</b> | <b>152,535.99</b> | <b>11.9</b> | <b>149,903.00</b> | <b>11.0</b> | <b>2,632.99</b> | <b>1.7</b> |
| <b>SERVICES</b>                      |                  |             |                  |             |                   |             |                   |             |                 |            |
| 5039 CONSULTANT FEES                 | 11,801.96        | 5.7         | 11,088.00        | 4.6         | 79,854.10         | 6.2         | 77,616.00         | 5.7         | 2,238.10        | 2.8        |
| 5041 COMMISSIONERS EXPENSE           | 0.00             | 0.0         | 83.00            | 0.0         | 0.00              | 0.0         | 581.00            | 0.0         | 581.00          | -100.0     |
| 5042 OUTSIDE ADVERTISING             | 0.00             | 0.0         | 1,250.00         | 0.5         | 5,124.66          | 0.4         | 8,750.00          | 0.6         | 3,625.34        | -41.4      |
| 5043 LEGAL EXPENSES                  | 0.00             | 0.0         | 417.00           | 0.1         | 748.82            | 0.0         | 2,919.00          | 0.2         | 2,170.18        | -74.3      |
| 5044 AUDITING EXPENSES               | 0.00             | 0.0         | 0.00             | 0.0         | 7,560.00          | 0.5         | 7,200.00          | 0.5         | 360.00          | 5.0        |
| 5045 SERVICE BUREAU                  | 1,349.10         | 0.6         | 1,600.00         | 0.6         | 9,169.58          | 0.7         | 11,200.00         | 0.8         | 2,030.42        | -18.1      |
| 5046 SECURITY SERVICE                | 81.07            | 0.0         | 50.00            | 0.0         | 856.71            | 0.0         | 350.00            | 0.0         | 506.71          | 144.7      |
| 5047 REPAIRS BLDG & GRNDS            | 398.06           | 0.1         | 750.00           | 0.3         | 3,729.65          | 0.2         | 5,250.00          | 0.3         | 1,520.35        | -28.9      |
| 5048 REPAIRS SHOP EQUIP.             | 0.00             | 0.0         | 108.00           | 0.0         | 983.60            | 0.0         | 756.00            | 0.0         | 227.60          | 30.1       |
| 5049 OFFICE EQUIP & RPR              | 0.00             | 0.0         | 220.00           | 0.0         | 1,747.22          | 0.1         | 1,540.00          | 0.1         | 207.22          | 13.4       |
| 5050 REPAIRS RADIO                   | 0.00             | 0.0         | 83.00            | 0.0         | 0.00              | 0.0         | 581.00            | 0.0         | 581.00          | -100.0     |
| 5051 JANITORIAL SERVICES             | 521.60           | 0.2         | 625.00           | 0.2         | 4,046.73          | 0.3         | 4,375.00          | 0.3         | 328.27          | -7.5       |
| 5052 JANITORIAL SUPPLIES             | 153.84           | 0.0         | 31.00            | 0.0         | 416.40            | 0.0         | 217.00            | 0.0         | 199.40          | 91.8       |
| 5100 DRUG & ALCOHOL TESTS            | 760.00           | 0.3         | 417.00           | 0.1         | 4,770.00          | 0.3         | 2,919.00          | 0.2         | 1,851.00        | 63.4       |
| <b>TOTAL SERVICES</b>                | <b>15,065.63</b> | <b>7.3</b>  | <b>16,722.00</b> | <b>7.0</b>  | <b>119,007.47</b> | <b>9.3</b>  | <b>124,254.00</b> | <b>9.1</b>  | <b>5,246.53</b> | <b>4.2</b> |
| <b>MATERIAL &amp; SUPPLIES</b>       |                  |             |                  |             |                   |             |                   |             |                 |            |
| 5055 GASOLINE                        | 759.72           | 0.3         | 0.00             | 0.0         | 3,116.49          | 0.2         | 0.00              | 0.0         | 3,116.49        | 100.0      |
| 5056 GASOLINE SUPPORT                | 14.37            | 0.0         | 0.00             | 0.0         | 62.74             | 0.0         | 0.00              | 0.0         | 62.74           | 100.0      |
| 5057 DIESEL                          | 8,534.21         | 4.1         | 10,698.00        | 4.5         | 42,755.27         | 3.3         | 49,531.00         | 3.6         | 6,775.73        | -13.6      |
| 5058 OIL & GREASE                    | 26.15            | 0.0         | 680.00           | 0.2         | 729.56            | 0.0         | 3,150.00          | 0.2         | 2,420.44        | -76.8      |
| 5060 TIRES                           | 1,332.21         | 0.6         | 1,489.00         | 0.6         | 7,577.97          | 0.6         | 6,894.00          | 0.5         | 683.97          | 9.9        |
| 5061 TRANS-MISC.                     | 139.36           | 0.0         | 333.00           | 0.1         | 2,775.73          | 0.2         | 2,331.00          | 0.1         | 444.73          | 19.0       |
| 5062 TRANS. SCHED/TKTS               | 0.00             | 0.0         | 83.00            | 0.0         | 1,693.54          | 0.1         | 581.00            | 0.0         | 1,112.54        | 191.4      |
| 5063 MAINTENANCE PARTS               | 5,603.91         | 2.7         | 6,802.00         | 2.8         | 28,974.63         | 2.2         | 31,492.00         | 2.3         | 2,517.37        | -7.9       |
| 5065 MAINTENANCE SUPPLIES            | 164.48           | 0.0         | 430.00           | 0.1         | 2,087.81          | 0.1         | 3,010.00          | 0.2         | 922.19          | -30.6      |
| 5066 OFFICE SUPPLIES                 | 363.58           | 0.1         | 960.00           | 0.4         | 4,868.75          | 0.3         | 6,720.00          | 0.5         | 1,851.25        | -27.5      |
| 5067 MISC. OFFICE SUPPLIE            | 35.32            | 0.0         | 160.00           | 0.0         | 519.69            | 0.0         | 1,120.00          | 0.0         | 600.31          | -53.6      |
| 5093 ANTI-FREEZE EXP                 | 0.00             | 0.0         | 0.00             | 0.0         | 44.25             | 0.0         | 0.00              | 0.0         | 44.25           | 100.0      |
| 5098 HAZARDOUS MATERIALS             | 80.50            | 0.0         | 36.00            | 0.0         | 1,727.91          | 0.1         | 252.00            | 0.0         | 1,475.91        | 585.6      |
| 5099 BODY SHOP SUPPLIES              | 0.00             | 0.0         | 72.00            | 0.0         | 331.93            | 0.0         | 504.00            | 0.0         | 172.07          | -34.1      |
| 6005 OUTSIDE PARTS/LABOR             | 0.00             | 0.0         | 42.00            | 0.0         | 668.50            | 0.0         | 294.00            | 0.0         | 374.50          | 127.3      |
| <b>TOTAL MATERIAL &amp; SUPPLIES</b> | <b>17,053.81</b> | <b>8.2</b>  | <b>21,785.00</b> | <b>9.2</b>  | <b>97,934.77</b>  | <b>7.6</b>  | <b>105,879.00</b> | <b>7.8</b>  | <b>7,944.23</b> | <b>7.5</b> |
| <b>UTILITIES</b>                     |                  |             |                  |             |                   |             |                   |             |                 |            |
| 5068 NATURAL GAS                     | 2,404.34         | 1.1         | 675.00           | 0.2         | 4,194.95          | 0.3         | 4,725.00          | 0.3         | 530.05          | -11.2      |
| 5069 TELEPHONE                       | 442.50           | 0.2         | 450.00           | 0.1         | 3,113.98          | 0.2         | 3,150.00          | 0.2         | 36.02           | -1.1       |
| 5070 ELECTRICITY                     | 1,721.94         | 0.8         | 1,313.00         | 0.5         | 9,392.44          | 0.7         | 9,191.00          | 0.6         | 201.44          | 2.1        |
| 5071 WATER                           | 99.40            | 0.0         | 94.00            | 0.0         | 652.84            | 0.0         | 658.00            | 0.0         | 5.16            | -0.7       |
| <b>TOTAL UTILITIES</b>               | <b>4,668.18</b>  | <b>2.2</b>  | <b>2,532.00</b>  | <b>1.0</b>  | <b>17,354.21</b>  | <b>1.3</b>  | <b>17,724.00</b>  | <b>1.3</b>  | <b>369.79</b>   | <b>2.0</b> |
| <b>INSURANCE</b>                     |                  |             |                  |             |                   |             |                   |             |                 |            |

## INCOME STATEMENT SCHOOL

JANUARY 01, 2004 - JANUARY 31, 2004

REPORT # 003 VERSION # 000005 FORMAT # 02

|                             | CURRENT PERIOD    |              |                   |              | YEAR TO DATE        |              |                     |              | YTD NET CHANGE    |              |
|-----------------------------|-------------------|--------------|-------------------|--------------|---------------------|--------------|---------------------|--------------|-------------------|--------------|
|                             | THIS YEAR         | PCT          | BUDGET            | PCT          | THIS YEAR           | PCT          | BUDGET              | PCT          | AMOUNT            | VAR%         |
| 5072 PUBLIC LIABILITY       | 23,816.00         | 11.5         | 27,958.00         | 11.8         | 166,718.00          | 13.0         | 195,706.00          | 14.4         | 28,988.00-        | 14.8-        |
| 5074 OTHER LIABILITY        | 716.00            | 0.3          | 800.00            | 0.3          | 5,268.82            | 0.4          | 5,600.00            | 0.4          | 331.18-           | 5.9-         |
| <b>TOTAL INSURANCE</b>      | <b>24,532.00</b>  | <b>11.8</b>  | <b>28,758.00</b>  | <b>12.1</b>  | <b>171,986.82</b>   | <b>13.5</b>  | <b>201,306.00</b>   | <b>14.8</b>  | <b>29,319.18-</b> | <b>14.5-</b> |
| <b>OTHER EXPENSES</b>       |                   |              |                   |              |                     |              |                     |              |                   |              |
| 5076 OPERATORS LICENSES     | 180.00            | 0.0          | 292.00            | 0.1          | 810.00              | 0.0          | 2,044.00            | 0.1          | 1,234.00-         | 60.3-        |
| 5078 DUES & MEMBERSHIP      | 29.95             | 0.0          | 167.00            | 0.0          | 29.95               | 0.0          | 1,169.00            | 0.0          | 1,139.05-         | 97.4-        |
| 5079 TRAINING & MEETINGS    | 67.50             | 0.0          | 125.00            | 0.0          | 1,336.51            | 0.1          | 875.00              | 0.0          | 461.51            | 52.7         |
| 5080 TOLLS                  | 0.00              | 0.0          | 0.00              | 0.0          | 36.00               | 0.0          | 0.00                | 0.0          | 36.00             | 100.0        |
| 5081 PRE-EMPLOYMENT EXAM    | 350.00            | 0.1          | 333.00            | 0.1          | 5,320.00            | 0.4          | 2,331.00            | 0.1          | 2,989.00          | 128.2        |
| 5094 GRIEVANCE EXPENSE      | 0.00              | 0.0          | 38.00             | 0.0          | 0.00                | 0.0          | 266.00              | 0.0          | 266.00-           | 100.0-       |
| 5097 DEPRECIATION EXPENSE   | 19,630.00         | 9.5          | 19,660.00         | 8.3          | 137,410.00          | 10.7         | 137,620.00          | 10.1         | 210.00-           | 0.1-         |
| <b>TOTAL OTHER EXPENSES</b> | <b>20,257.45</b>  | <b>9.8</b>   | <b>20,615.00</b>  | <b>8.7</b>   | <b>144,942.46</b>   | <b>11.3</b>  | <b>144,305.00</b>   | <b>10.6</b>  | <b>637.46</b>     | <b>0.4</b>   |
| <b>TOTAL EXPENSES</b>       | <b>206,431.38</b> | <b>100.0</b> | <b>236,442.00</b> | <b>100.0</b> | <b>1,273,521.49</b> | <b>100.0</b> | <b>1,353,092.00</b> | <b>100.0</b> | <b>79,570.51-</b> | <b>5.8-</b>  |
| <b>NET INCOME</b>           | <b>24,195.57</b>  | <b>11.7</b>  | <b>17,020.00-</b> | <b>7.2-</b>  | <b>87,945.51-</b>   | <b>6.9-</b>  | <b>233,819.00-</b>  | <b>17.2-</b> | <b>145,873.49</b> | <b>62.3</b>  |

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# Commissioners Memorandum



**To:** Commissioners  
**From:** Bob Jeniski, Operations Manager  
**Date:** February 27, 2004  
**Re:** Transit Statistical Report – January 2004

The following chart details the comparison between current and previous years for service in January.

|                                 | 2002<br>22 | January<br>2003<br>21 | Percent<br>Difference |
|---------------------------------|------------|-----------------------|-----------------------|
| AM AIRPORT- Route #1            | 397        | 388                   | -2.27%                |
| PM AIRPORT-Route #1             | 355        | 295                   | -16.90%               |
| Lake-Hanover St. Route #2       | 2729       | 2518                  | -7.73%                |
| Goffsfalls Route #3             | 773        | 879                   | 13.71%                |
| Page-Elliot Route #4            | 1670       | 1411                  | -15.51%               |
| Pinard-Bremer Route #5          | 1115       | 902                   | -19.10%               |
| Gossler-St. Anselm Route #6     | 1549       | 1422                  | -8.20%                |
| VA Hospital Route #7            | 1742       | 1533                  | -12.00%               |
| So. Willow Route #8             | 2222       | 2225                  | 0.14%                 |
| DW Highway-River Rd. Route #9   | 1660       | 1507                  | -9.22%                |
| Valley-Weston Rd. Route #10     | 2895       | 2879                  | -0.55%                |
| Front St. Route #11             | 1424       | 1330                  | -6.60%                |
| So. Beech Route #12             | 2702       | 2088                  | -22.72%               |
| Bedford Mall Route #13          | 3084       | 2657                  | -13.85%               |
| VISTA SHUTTLE                   | 300        | 342                   | 14.00%                |
| SHOP&SAVE SHUTTLE               | 507        | 634                   | 25.05%                |
| VERIZON WIRELESS SHUTTLE        | 3605       | 1300                  | -63.94%               |
| CCT                             | 122        | 262                   | 114.75%               |
| Weekday Fixed Route Totals      | 28851      | 24572                 | -14.83%               |
| Saturday Fixed Route Totals     | 2360       | 2699                  | 14.36%                |
| MTA Specials & Excursions       | 0          | 0                     | 0                     |
| Fixed Route Weekday Average     | 1332       | 1170                  | -12.16%               |
| Total Transit Passengers Served | 31211      | 27271                 | -12.62%               |

The two attached pages show the graph of service changes over the past fiscal years and the standard report.

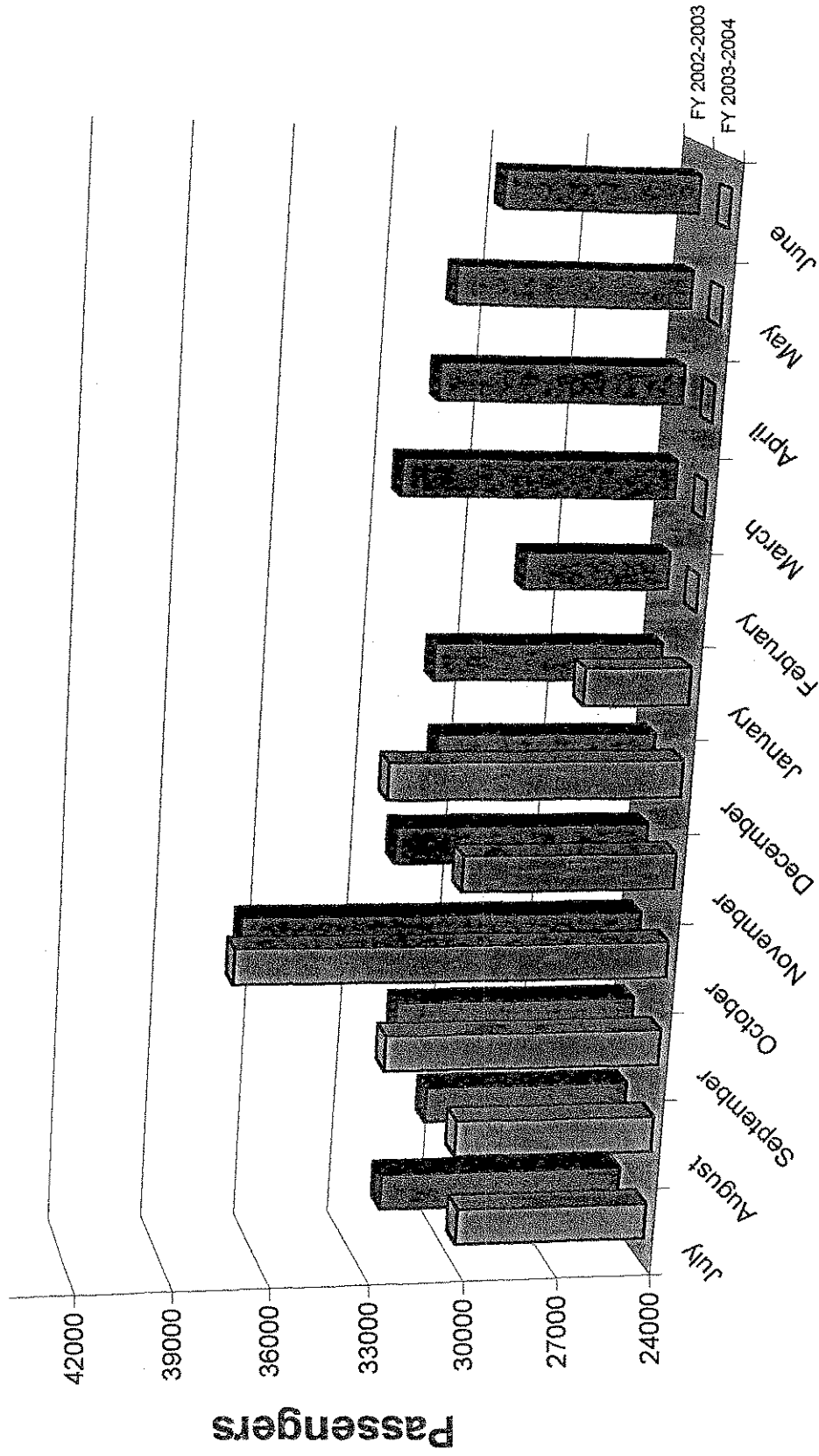
Please let me know if you have any questions

  
 Bob Jeniski  
 Operations Manager

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# MTA Fixed Route Service

■ FY 2003-2004  
 ■ FY 2002-2003



# Step Saver Statistical Report

Reporting Period:

January 2004

## SERVICE TOTALS

|                             |         |                           |          |
|-----------------------------|---------|---------------------------|----------|
| Total Days of Service:      | 26      | Total Routes Provided:    | 70       |
| Total Passenger Trips:      | 980     | Total Wheelchair Trips:   | 158      |
| Total Service Miles:        | 3,308.1 | Total Service Time:       | 14,162.0 |
| Total Subscriptions Served: | 793     | Total Reservations Taken: | 187      |
| Total Cancellations:        | 207     | Total No-Go's:            | 0        |

## STATISTICS

|                            |       |                            |       |
|----------------------------|-------|----------------------------|-------|
| Avg. Passenger Trips/Day:  | 37.7  | Avg. Wheelchair Trips/Day: | 6.1   |
| Avg. Daily Miles:          | 127.2 | Avg. Daily Time:           | 544.7 |
| Avg. Daily Subscriptions:  | 30.5  | Avg. Daily Reservations:   | 7.2   |
| Avg. Miles/Passenger Trip: | 3.4   | Avg. Trip Time:            | 14.5  |
| Avg. Daily Cancellations:  | 8.0   | Avg. Daily No-Go's:        | 0.0   |

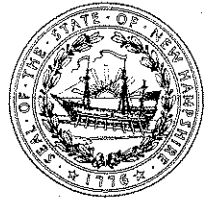
## DAY OF WEEK BREAKDOWN

|                            | MON   | TUE   | WED   | THU   | FRI   | SAT   | SUN |
|----------------------------|-------|-------|-------|-------|-------|-------|-----|
| Total Weekdays For Period: | 4     | 4     | 4     | 5     | 5     | 5     | 4   |
| Avg. Passenger Trips/Day:  | 31.0  | 67.3  | 31.3  | 39.0  | 43.2  | 10.2  | 0.0 |
| Avg. Wheelchair Trips/Day: | 5.8   | 11.5  | 5.0   | 5.8   | 7.6   | 0.4   | 0.0 |
| Avg. Daily Miles:          | 106.4 | 182.8 | 110.4 | 143.9 | 131.9 | 66.3  | 0.0 |
| Avg. Daily Time:           | 484.3 | 787.0 | 486.8 | 645.0 | 580.8 | 200.2 | 0.0 |
| Avg. Daily Subscriptions:  | 25.8  | 56.8  | 24.5  | 32.2  | 33.4  | 7.4   | 0.0 |
| Avg. Daily Reservations:   | 5.3   | 10.5  | 6.8   | 6.8   | 9.8   | 2.8   | 0.0 |
| Avg. Miles/Passenger Trip: | 3.4   | 2.7   | 3.5   | 3.7   | 3.1   | 6.5   | 0.0 |
| Avg. Trip Time:            | 15.6  | 11.7  | 15.6  | 16.5  | 13.4  | 19.6  | 0.0 |
| Avg. Daily Cancellations:  | 7.5   | 10.0  | 5.8   | 6.8   | 11.8  | 4.2   | 0.0 |
| Avg. Daily No-Go's:        | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0 |



State of New Hampshire  
DEPARTMENT OF ENVIRONMENTAL SERVICES

6 Hazen Drive, P.O. Box 95, Concord, NH 03302-0095  
(603) 271-2900 FAX (603) 271-2456



March 3, 2004

Board of Aldermen  
City of Manchester  
1 City Hall Plaza  
Manchester, NH 03101

**SUBJECT: 2004 FINANCIAL ASSURANCE COMPLIANCE FOR MANCHESTER  
MUNICIPAL UNLINED LANDFILL, PERMIT NO. DES-SW-TP-97-009**

Dear Members of the Board:

The Department of Environmental Services (Department) has reviewed the financial assurance information you sent concerning the above noted Municipal Unlined Landfill owned/operated by the City of Manchester. The Department finds that you are in compliance with the New Hampshire Solid Waste Rules (Rules) Part Env-Wm 3100 and federal regulation 40 CFR Part 258.74.

**Please be advised that demonstration of financial assurance is an annual requirement.**  
Your town's fiscal year ends June 30, 2004, giving you until December 31 of the same year to send in the required documentation for the Department to review.

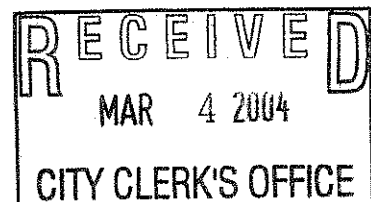
We appreciate your cooperation in this matter. If you have questions regarding this Notice of Compliance, please do not hesitate to contact me at the Solid Waste Management Bureau at 271-2925.

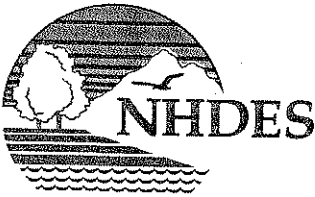
Sincerely,

Laura J. Kieronksi  
Program Specialist II  
Solid Waste Management Bureau

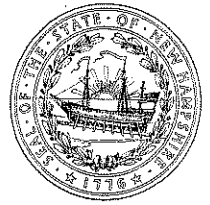
LJK/ljk  
F:\FA\Letters\LOGO\December\Compliance

cc: Kevin Clougherty, City of Manchester  
Kevin Sheppard, City of Manchester  
Richard S. Reed, SWMB  
Patricia J. Juranty, SWMB  
FA File/DB





The State of New Hampshire  
*Department of Environmental Services*



Michael P. Nolin  
Commissioner

February 27, 2004

Magalie R. Salas, Secretary  
Federal Energy Regulatory Commission  
888 First Street, NE  
Washington, DC 20426

Re: Project No. P-1893-042: Additional Study Requests

Dear Secretary Salas:

This letter responds to the solicitation of additional study requests by the Federal Energy Regulatory Commission (Commission) to support its development of the environmental document for the above-referenced hydroelectric project (Project). The New Hampshire Department of Environmental Services (NH DES) reviewed the Final License Application transmitted December 29, 2003, and participated in the relicensing meetings with the Public Service Company of New Hampshire (Applicant) and the resource agencies to discuss water quality and fisheries/aquatic resources since April 2002.

Pursuant to 18 CFR 14.32(b)(7), NH DES respectfully requests additional studies by the Applicant to provide the Commission with applicable information relative to (1) attainment/maintenance of Class B surface water quality standards defined under New Hampshire RSA 485-A:8 II, and (2) support of designated uses defined under New Hampshire Code of Administrative Rules Env-Ws 1700. The information obtained through the completion of the requested studies is required by NH DES to prepare the 401 Water Quality Certification (Certification) for the project. Thus, the Commission should require the Applicant to complete the studies so as to fulfill the outstanding needs of the Final License Application and 401 Certification Application.

The additional study requests are as follows:

- 1. Evaluation of the aquatic habitat in the Amoskeag bypass reach that corresponds to a bypass flow rate of 350 cubic feet per second (cfs).**  
This request is based on available data from a study initially requested by NH DES and other resource agencies during the pre-filing consultation period. A Project report was developed based on data collected during 2003, which described the aquatic habitat that corresponded to bypass flow rates of 50 cfs, 150 cfs, and 280 cfs. The evaluation of aquatic habitat at 350 cfs was originally proposed by the Applicant on 9/17/04, based on an assumption that aquatic habitat would begin to decrease under this flow rate.

However, the actual flow rate during the evaluation was 280 cfs. Although the report *postulated* that most [weighted usable area (WUA)] curves would eventually trend downward at a flow rate greater than 280 cfs, the report *presented* empirical data to support a continued increase in WUA from 150 cfs to 280 cfs for the majority of species of interest. Therefore, a notable increase in WUA may occur up to a flow rate of 350 cfs. The objectives of the initially requested study therefore remain unsatisfied.

The requested study should be conducted by the Applicant according to the procedures used to evaluate the 50 cfs, 150 cfs, and 280 cfs flow rates. Participants should include NH DES, U.S. Fish and Wildlife Service (USFWS), New Hampshire Fish & Game Department (NH F&G), and U.S. Environmental Protection Agency (EPA). The procedures follow the theoretical principals of the Instream Flow Incremental Methodology (IFIM), which are accepted in the scientific community. The evaluation (field data collection and analysis) could be completed within 30-60 days, depending on river conditions. The study is necessary to ensure that all feasible flow-aquatic habitat information is available to determine the designated use support of the bypass reach.

The evaluation should also include the development of alternatives for distributing requisite flows throughout the entire bypass reach, as the geomorphological characteristics of the bypass reach create distinct channels in the eastern and western portions of the reach. This component of the evaluation requires a review of Project structures and should be conducted by the Applicant in consultation with the NH DES, USFWS, NH F&G, and EPA.

**2. Evaluation of aquatic habitat in the Garvins Falls and Hooksett bypass reaches.**

This request is based on initial comments by NH DES and other resource agencies during the pre-filing consultation period. Initial demonstration studies were conducted during 2003, but were not completed prior to the submittal of the Final License Application. Therefore, the available data do not satisfy the objectives of the initial study. The Applicant proposed to complete the studies according to the schedule provided in the Final License Application (see Table E8, page E-52). NH DES concurs with this proposal, including the specified deadlines.

The requested study should be conducted by the Applicant according to the procedures used for the initial flow rate evaluations. Participants should include NH DES, USFWS, NH F&G, and EPA. The procedures are commonly used for demonstration flow studies, which require visual observations and consultation among the Applicant and agencies. The evaluation (site visit and analysis) could be completed within 30 days, depending on river conditions. The study is

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necessary to ensure that all feasible flow-aquatic habitat information is available to determine the designated use support of the bypass reaches.

**3. Evaluation of fish passage facilities and efficiencies at the Amoskeag, Hooksett, and Garvins Falls facilities.**

NH DES recognizes the importance of the Merrimack River to anadromous and resident fish species. Therefore, NH DES acknowledges the fish passage concerns raised by USFWS and NH F&G, and concurs with their respective study and information requests under this solicitation.

**4. Evaluation of data relative to run-of-river operations and derivation of operations plan.**

This request is based on initial comments by NH DES and other resource agencies during the pre-filing consultation period. The definition of run-of-river operations, as proposed by the Applicant, is ambiguous and requires additional clarification. Run-of-river operations represent a significant component of environmental protection and mitigation for this Project, and require a clear definition relative to the management of water surface elevations of the impoundments. The Final License Application describes water level fluctuations of the Garvins Falls and Amoskeag impoundments (see section E2.1.2, page E-7); the information was not provided in the draft License Application. The Applicant uses data from the year 2000 and states that the information is representative of current Project operations. However, the Applicant does not provide any description of representative operations during downstream releases, maintenance activities, or other actions that affect water level fluctuations.

NH DES interprets run-of-river as instantaneous inflow equals instantaneous outflow, which requires constant monitoring of water surface elevations of impoundments and manipulation of power generation equipment during power generation. The Applicant should evaluate any/all available data to determine achievable water surface elevations of the impoundments to ensure run-of-river flows consistent with NH DES and other agency interpretations of run-of-river. The evaluation should include an analysis of water surface elevations during high and low river flows. The evaluation could be completed within seven days, depending on river conditions, but the development of an overall operations plan may require 120 days. The evaluation is necessary to ensure that all representative conditions are described and incorporated into a run-of-river operational plan. The plan should be developed by the Applicant in consultation with NH DES, USFWS, NH F&G, and EPA.

NH DES appreciates the opportunity to describe the additional study needs for this Project and looks forward to continued involvement with the Commission, Applicant,

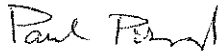
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Magalie R. Salas  
P-1893-042: Additional Study Requests  
February 27, 2004  
Page 4

and resource agencies throughout the licensing process. Please contact me (603-271-2471) if you have questions.

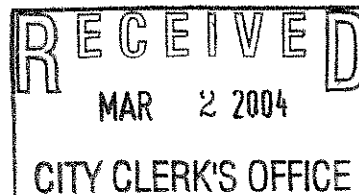
Sincerely,



Paul Piszczek  
Watershed Management Bureau

PPP/ppp

cc: FERC Service List  
John Warner, USFWS  
Bill Ingham, NH F&G  
Ralph Abele, USEPA  
Amy Mills, NH DOJ  
Lou Chiarella, NMFS  
City of Concord  
Town of Bow  
Town of Hooksett  
City of Manchester



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THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION  
CONCORD

Carol A. Murray  
Commissioner

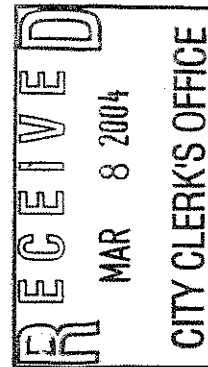
February 18, 2004

|  | <u>Before</u> | <u>After Value</u> | <u>Awards</u> |
|--|---------------|--------------------|---------------|
| <b>LEBANON BETTERMENT 13185A</b>                                     |               |                    |               |
| CHIPLIN ENTERPRISES INC & LAKE SUNAPEE BANK                          | \$0.00        | \$0.00             | \$9,700.00    |
| <b>MANCHESTER 10622A</b>   |               |                    |               |
| BB AND L MACHINING INC   | \$0.00        | \$0.00             | \$23,232.00   |
| CTN MANUFACTURING  | \$0.00        | \$0.00             | \$31,632.00   |
| SAINT RAPHAELS SOCIAL CLUB AKA RAPHAEL OR RAPHAELS<br>SOCIAL CLUB    | \$0.00        | \$0.00             | \$235,000.00  |
| <b>MANCHESTER MGS-STP-X-5285(035) 12328</b>                          |               |                    |               |
| SETH R VERMILYEA   | \$0.00        | \$0.00             | \$12,000.00   |
| <b>NASHUA NRB-5315(21) 10040A</b>                                    |               |                    |               |
| THE SCOTT LAWSON GROUP LTD   | \$0.00        | \$0.00             | \$14,575.00   |
| <b>ROCHESTER NHS-027-1(36) 10620D</b>                                |               |                    |               |
| DAVDAN ASSOC & CAPITAL PIZZA OF NEW HAMPSHIRE INC OR CLERK<br>NHBTLA | \$0.00        | \$0.00             | \$405,000.00  |
| <b>SALEM-MANCHESTER IM-IR-093-1(174) 10418C</b>                      |               |                    |               |
| CHERYL A BROWN   | \$0.00        | \$0.00             | \$8,240.00    |
| CHERYL A BROWN   | \$0.00        | \$0.00             | \$50,900.00   |
| HERMAN L KINCHEN & CONNIE M KINCHEN                                  | \$0.00        | \$0.00             | \$302,000.00  |
| JAMES A HILL JR & GE CAPITAL MORTGAGE SERVICES INC                   | \$0.00        | \$0.00             | \$192,000.00  |
| MAJDOLINE ASH & IBRAHIM ASH  | \$0.00        | \$0.00             | \$288,000.00  |
| <b>WINDHAM-SALEM NHS-RS-RUR-M-STP-F-038-1(5) 10075</b>               |               |                    |               |
| WINDHAM MARINE   | \$0.00        | \$0.00             | \$15,800.00   |

- 1 - Copy - William Gardner, Secretary of State
- 1 - Copy - Internal Revenue Service
- 3 - Copies - Herman G. Martin, Administrator, Budget & Finance
- 1 - Copy - Federal Highway Administration
- 1 - Copy - Robert Barry, Municipal Highway Administrator
- 1 - Copy - Councilor Raymond Burton, Woodsville
- 1 - Copy - Councilor Ruth L. Griffin, Portsmouth
- 1 - Copy - Councilor David Wheeler, Milford

- 1 - Copy - Mark P. Hodgdon, Sr. Asst. Attorney General
- 1 - Copy - Bill Boynton, Public Information Officer
- 1 - Copy - Michael deMartelly, Chief ROW Agent
- 1 - Copy - Stephen W. Gray, Maintenance Engineer
- 1 - Copy - Edward S. Dame, Director of Collections
- 1 - Copy - Councilor Peter J. Spaulding, Hopkinton
- 1 - Copy - Councilor Ray Wleczorek, Manchester

1 - Copy - City Clerk, Town Clerk and Tax Collector of: Lebanon, Manchester, Nashua, Rochester, Salem, Windham



# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Four Million Four Hundred Thousand Dollars (\$4,400,000) for the 2004 CIP 511404, Clem Lemire Sports Complex – Memorial High School Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Four Million Four Hundred Thousand Dollars (\$4,400,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

| <u>Purpose</u>   | <u>Amount</u> |
|--|---------------|
| 2004 CIP 511404, Clem Lemire Sports Complex – Memorial High School Project | \$4,400,000   |

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Four Million Four Hundred Thousand Dollars (\$4,400,000) for the 2004 CIP 511404, Clem Lemire Sports Complex – Memorial High School Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

6

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Authorizing Bonds in the amount of Thirty Million Dollars (\$30,000,000) for Refunding Certain Outstanding Bonds of the City"

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act and any other enabling authority, the issuance and sale of general obligation refunding bonds of the City in the aggregate principal amount of Thirty Million Dollars (\$30,000,000) at one time or from time to time as one or more separate bond issues for purposes stated in Section 3-d of said Act, as more specifically hereinafter indicated. Except as otherwise provided by law and this resolution, discretion to fix the date, maturities, place of payment, form and other details of each issue of said refunding bonds and of any refunding escrow agreement or agreements necessary in connection therewith and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said refunding bonds be and they are hereby appropriated for the purpose of paying all or part of those portions of the City's bonds previously issued that are presently outstanding and may be redeemed prior to their respective maturities, including payment of the redemption premium thereon, all or part of the interest due on or prior to their perspective redemption dates and any costs of issuing and marketing the refunding bonds authorized by this resolution.

SECTION 3. That the Finance Officer is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal and interest payable on said refunding bonds in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, such amount shall be included in the tax levy for each year until the debt represented by said refunding bonds is extinguished.

SECTION 5. That the refunding bonds herein authorized may be consolidated with any other issue of bonds or notes heretofore or hereafter authorized provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the refunding bonds herein authorized must be payable pursuant to law and this Resolution.

SECTION 6. That upon the issuance of the refunding bonds herein authorized, the Finance Officer shall file with the City Clerk a certificate stating the principal amount of the refunding bonds issued and a list of the maturities of the refunded bonds that they were issued to pay. Upon the filing of such certificate, the authority to issue authorized and then unissued refunding bonds hereunder shall thereby be rescinded and no such additional refunding bonds shall thereafter be issued.

G

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Authorizing Municipal Revenue Bonds in the amount of Ninety Million Dollars (\$90,000,000) for Refunding Certain Outstanding Municipal Revenue Bonds of the City"

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Revenue Bond Act (RSA 33-B:1 et seq.) (the "Act") and the Indenture of Trust by and between the City of Manchester and J.P. Morgan Trust Company, National Association, dated as of July 1, 2003 (the "Indenture"), and any other enabling authority, the issuance and sale of municipal revenue refunding bonds of the City in the aggregate principal amount of Ninety Million Dollars (\$90,000,000) (the "Bonds") at one time or from time to time as one or more separate bond issues for purposes stated in Section 8 of said Act, as more specifically hereinafter indicated, for the purpose of refinancing, to achieve debt service savings, all or a portion of the City's \$101,410,000 School Facilities Revenue Bonds, Series 2003 which were originally issued on July 31, 2003 (the "School Project Bonds"). Except as otherwise provided by law and this resolution, discretion to prepare a supplement to the Indenture providing for the issuance of the Bonds in accordance therewith, to fix the date, maturities, place of payment, form and other details of each issue of the Bonds and of any refunding escrow agreement or agreements necessary in connection therewith and of providing for the sale thereof is hereby delegated to the Mayor and Finance Officer.

SECTION 2. That the proceeds of the Bonds be and they are hereby appropriated for the purpose of paying all or any portion of the School Project Bonds, including payment of any redemption premium thereon, all or part of the interest due on or prior to their redemption or maturity date, as the case may be, and costs of issuing and marketing the Bonds.

SECTION 3. That the Bonds issued pursuant to this resolution shall not constitute a pledge of the full faith and credit of the City, but shall be payable solely from revenues pledged by the City in accordance with the Act and under and pursuant to the Indenture, as the same may be supplemented in connection with the issuance of the Bonds from time to time.

G

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Amending the FY 2004 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million Four Hundred Thousand Dollars (\$4,400,000) for FY2004 CIP 511404 Clem Lemire Sports Complex - MHS Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2004 CIP as contained in the 2004 CIP budget; and

WHEREAS, Table 4 contains all sources of General Obligation Bond funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to initiate the construction of Clem Lemire Sports Complex - MHS;

NOW, THEREFORE, be it resolved that the 2004 CIP be amended as follows:

**By increasing:**

FY2004 511404 - Clem Lemire Sports Complex - MHS - \$4,400,000 Bond  
(from \$1,100,000 Bond to \$5,500,000 Bond)

Resolved, that this Resolution shall take effect upon its passage.

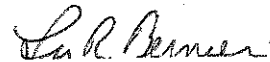
**To the Board of Mayor and Aldermen of the City of Manchester:**

The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

“Amending certain provisions of the Motor Vehicles and Traffic Ordinances to provide for increased penalties for parking in a Handicapped Parking Space and to provide penalties for parking in a Handicapped Parking Space Access Aisle.”

ought to pass.

Respectfully submitted,



Clerk of Committee



# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## AN ORDINANCE

"Amending certain provisions of the Motor Vehicles and Traffic Ordinances to provide for increased penalties for parking in a Handicapped Parking Space and to provide penalties for parking in a Handicapped Parking Space Access Aisle."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

- I. Amend Chapter 70 Motor Vehicles and Traffic §70.06 by adding the following definition:

**HANDICAPPED PARKING ACCESS AISLE.** A designated space for maneuvering a wheelchair or other mobility device when entering or exiting a vehicle, and that is immediately adjacent to a properly designated parking space for persons with a walking disability, whether on public or private property.

- II. Amend Chapter 70 Motor Vehicles and Traffic §70.36 by deleting §70.36A (15) and replacing it with a new §70.36A (15). In any handicapped parking tow zone or in or overlapping into any Handicapped Parking Access Aisle unless the vehicle bears a proper license plate, decal or permit for such parking and is being operated by a handicapped person who qualified for the handicapped plate, decal or permit or the qualified handicapped person is being transported in the vehicle and who is out of the vehicle while the vehicle is parked.

- III. Amend Chapter 70 Motor Vehicles and Traffic §70.78 by replacing "Handicapped Zone .... \$50.00" with "Handicapped Zone .... \$250.00".

- IV. Amend Chapter 70 Motor Vehicles and Traffic §70.78 by adding "Handicapped Parking Space Access Aisle First Offense .... \$50.00 and "Handicapped Parking Space Access Aisle Subsequent Offenses .... \$100.00".

- V. Amend Chapter 70 Motor Vehicles and Traffic §70.79 by replacing "Handicapped Zone .... \$75.00" with "Handicapped Zone .... \$300.00".

- VI. Amend Chapter 70 Motor Vehicles and Traffic §70.79 by adding "Handicapped Parking Space Access Aisles First Offense .... \$75.00" and "Handicapped Parking Space Access Aisle Subsequent Offenses .... \$125.00".

- VII. Resolved, this ordinance shall take effect upon passage and when duly advertised.

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**To the Board of Mayor and Aldermen of the City of Manchester:**

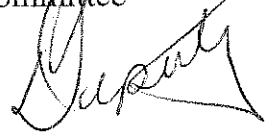
The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

“Amending Section 70.55 Residential Parking of the Code of Ordinances of the City of Manchester by adding additional area to Residential Parking Permit Zone #4.”

ought to pass.

Respectfully submitted,

  
Clerk of Committee



7

# City of Manchester New Hampshire

*In the year Two Thousand and 2004*

## AN ORDINANCE

“Amending Section 70.55 Residential Parking of the Code of Ordinances of the City of Manchester by adding additional area to Residential Parking Permit Zone #4.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amending Section 70.55 Residential Parking of the Code of Ordinances of the City of Manchester by adding language printed in **bold** as follows:

(4) Residential Parking Permit Zone #4.

Area described as follows: Pine Street, east side, from Valley to Auburn Streets; Cedar Street, both sides, from Pine to Union Streets; Auburn Street, south side, from Pine to Union Streets; Spruce Street, both sides, from Pine to Union Streets; Central Street, north side, from Union to Pine Streets; and Laurel Street, both sides, from Union to Pine Streets; **and further described as Auburn Street both sides from Union Street to Maple Street; Beech Street west side, from Auburn Street to Valley Street; Bell Street, both sides, from Union Street to Beech Street; Grove Street both sides, from Union Street to Beech Street; and Green Street, both sides, from Union Street to Beech Street.**

II. This Ordinance shall take effect upon its passage and when duly posted.

III. This Ordinance shall expire on July 1, 2005.

7

**To the Board of Mayor and Aldermen of the City of Manchester:**

The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

“Amending the Code of Ordinances of the City of Manchester by creating §75.00 Motorized Scooters established to govern the use of motorized scooters in the City of Manchester.”

ought to pass.

Respectfully submitted,

*L.H. Bernier*

Clerk of Committee

K

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by creating §75.00 Motorized Scooters established to govern the use of motorized scooters in the City of Manchester."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

### GENERAL PROVISIONS

- § 75.01 DEFINITION.
- § 75.02 OBEDIENCE TO TRAFFIC CONTROL ORDINANCES; EFFECT OF CONFLICT
- § 75.03 OBEDIENCE TO TRAFFIC CONTROL DEVICES; EXCEPTIONS
- § 75.04 AGE REQUIREMENTS
- § 75.05 EQUIPMENT REQUIRED
- § 75.06 SPEED; DIRECTION
- § 75.07 YIELDING RIGHT-OF-WAY
- § 75.08 NOISE
- § 75.09 RENTAL
- § 75.10 PENALTIES

### LICENSES

- § 75.11 LICENSES REQUIRED
- § 75.12 APPLICATION
- § 75.13 ISSUANCE
- § 75.14 FEE; DURATION

### GENERAL PROVISIONS

This ordinance shall govern the use of all motorized scooters, also known as go-peds or motorized skateboards, on all public streets, alleys and highways within the City of Manchester and the property of any designation owned by the City.

#### § 75.01 DEFINITION.

For the purpose of this ordinance the term motorized scooters shall mean any vehicle with a gas or electric engine and wheels joined, in tandem, to the bottom of a narrow platform with a vertical handle fixed to the platform, frame or wheels which is intended to be ridden in a standing position.

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by creating §75.00 Motorized Scooters established to govern the use of motorized scooters in the City of Manchester.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

### **§ 75.02 OBEDIENCE TO TRAFFIC CONTROL ORDINANCES; EFFECTS OF CONFLICT.**

Any person operating a motorized scooter upon any public highway or path within the City shall operate the same in accordance with all the provisions contained in the traffic ordinances of the City.

### **§ 75.03 OBEDIENCE TO TRAFFIC CONTROL DEVICES; EXCEPTIONS**

All official traffic signals, signs, and other control devices within the City used in regulating and directing traffic must be obeyed, unless otherwise directed by a police officer; and on public highways where authorized signs are erected, indicating that no left, right, or “U” turn is permitted, no person or persons operating a motorized scooters in the city shall disobey the regulation contained therein, except that when such person dismounts from the bicycle to make any such turn, he shall obey all the traffic ordinance provisions applicable to pedestrians.

### **§ 75.04 AGE REQUIREMENTS**

The use of a motorized scooter is allowed by anyone 16 years of age or older; anyone under this age is restricted from using them. A valid motor vehicle driver's license is not required to operate a motorized scooter.

### **§ 75.05 EQUIPMENT REQUIRED**

No person shall operate a motorized scooter unless it is equipped with a brake. Operators shall wear footwear consisting of a sturdy sole and which completely covers the feet and toes.

Any motorized scooters operated upon any way during the period from ½ hour after sunset to ½ half hour before sunrise, and whenever rain, snow, or fog shall interfere with the proper view of the road shall be equipped with a lamp emitting a white light visible from a distance of 300 feet in front of the motorized scooter and with a red reflector on the rear which shall be visible from a distance of 300 feet to the rear when directly in front of the headlamps of a motor vehicle.

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by creating §75.00 Motorized Scooters established to govern the use of motorized scooters in the City of Manchester.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

### **§ 75.06 SPEED; DIRECTION**

Motorized scooters shall not be operated within the City at a speed greater than is reasonable and prudent under the conditions then existing, and shall be operated as near the right-hand side of the highway as practicable, exercising due care when passing a parked vehicle, or one proceeding in the same direction.

### **§ 75.07 YIELDING RIGHT-OF-WAY**

Motorized scooters emerging from an alley, driveway, or building within the City shall upon approaching a sidewalk or the sidewalk area extending across any alleyway, or driveway yield the right-of-way to all pedestrians approaching on the said sidewalk or sidewalk area; and upon entering the highway shall yield the right-of-way to all vehicles approaching on said highway.

### **§ 75.08 NOISE**

No motorized scooter shall make any unreasonably loud, disturbing or unnecessary noise.

### **§ 75.09 RENTAL**

No person shall rent, or offer for rent, any motorized scooter within the City unless it is properly licensed and equipped in accordance with the provision of this chapter.

### **§ 75.10 PENALTIES**

Any person or persons violating any act or provision of this ordinance shall be fined not more than \$25 for the first offense and \$50 for a second offense. Any person or persons violating this ordinance on a third, or more, time must appear.

# City of Manchester New Hampshire

*In the year Two Thousand and* FOUR

## AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by creating §75.00 Motorized Scooters established to govern the use of motorized scooters in the City of Manchester.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

### LICENSES

#### § 75.11 LICENSES REQUIRED

No person shall ride or propel a motorized scooter on any public highway within the City, or upon any other public path unless such motorized scooter has been properly licensed as herein provided.

#### § 75.12 APPLICATION

Any person requiring a license for a motorized scooter shall submit his application in writing to the Chief of Police, or his authorized agents. Each application shall be made on an approved form to be provided by the Police Department and contain such information as the Chief of Police may deem necessary for the proper enforcement of this chapter.

#### § 75.13 ISSUANCE

It shall be the duty of the Chief of Police or his agents to act on all motorized scooter license applications received and to issue the same when the provisions of this chapter have been complied with by the applicant, including the certification by the applicant that the motorized scooter is in good and safe mechanical condition.

#### § 75.14 FEE; DURATION

A. The fee for each motorized scooters license issued shall be \$5. A motorized scooter shall be considered registered for the entire life of the motorized scooter, unless the plate provided by the Chief of Police has been mutilated, destroyed, altered, or the ownership of the motorized scooter has been transferred to another person.

B. Upon transfer of ownership of the motorized scooter the new owner shall re-register the motorized scooter as provided in § 72.21.

This ordinance shall take effect upon its passage.

K



To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

“An Ordinance amending Section 92.24 Tampering with Alarm Boxes by establishing an initial and annual renewal fee for persons authorized under the Fire Department Listed Agent Program.”

ought to pass.

Respectfully submitted,

*Leo R. Bernier*

Clerk of Committee

L

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## AN ORDINANCE

“An Ordinance amending Section 92.24 Tampering with Alarm Boxes by establishing an initial and annual renewal fee for persons authorized under the Fire Department Listed Agent Program.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

I. Amending 92.24 Tampering With Alarm Boxes in it's entirety and replace with language as follows:

### 92.24 Tampering With Alarm Boxes.

No person shall open any alarm box connected with the fire alarm system except by the authority of the Chief of the Fire Department. Those individuals that have been authorized, under the Fire Department Listed Agent Program, will be charged an initial fee of \$25.00 and an annual renewal fee of \$25.00. This renewal will take effect on January 1 of each year.

II. This Ordinance shall take effect upon its passage.

L

**To the Board of Mayor and Aldermen of the City of Manchester:**

The Committee on Traffic/Public Safety respectfully recommends, after due and careful consideration, that:

a request from Robin Bonneau for the use of Arms Park for the 13<sup>th</sup>  
Annual WGIR/FM Memorial Weekend fireworks display on  
Sunday, May 30, 2004 with a rain date of Monday, May 31, 2004

be granted and approved under the direct supervision of the City Clerk, Fire,  
Highway, Police, Traffic and Risk Departments.

Respectfully submitted,

*Luk Berman*

Clerk of Committee

m

February 14, 2004

Mr. Leo Bernier  
Office of the City Clerk  
One City Hall Plaza  
Manchester, NH 03101

Dear Leo:


Please consider this letter as our annual request for the traditional use of Arms Park and the Notre Dame Bridge for the 13<sup>th</sup> Annual WGIR/FM Memorial Weekend fireworks display.

WGIR AM/AF hereby formally requests of the Mayor and City Aldermen permission to set up Saturday afternoon, May 29, the use of Arms Park and the Notre Dame Bridge on Sunday May 30, 2004 for the day of the event, with a rain date of Memorial Day itself, Monday May 31, 2004 if necessary.

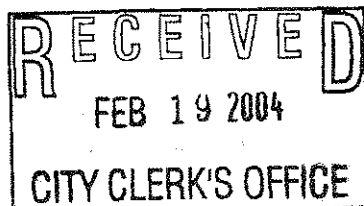
We fully understand that all costs for "The Sky Show" is the sole responsibility of Clear Channel and their underwriting sponsors. We understand fully the permit requirements, the city department heads we must deal with, as well as the concerns of the neighbors in the Arms Park area..

So, here we go again for the 13<sup>th</sup> time, kicking off the Queen City's summer season-2004, thanks to the encouragement and support of your office and that of the Board of Mayor and Aldermen of the City of Manchester. We thank you all again!

Sincerely,

  
Robin Bonneau, Consultant  
625 Coolidge Ave.  
Manchester, NH 03102  
(603) 626-9806  
[gbonneau@comcast.net](mailto:gbonneau@comcast.net)

cc: Joe Graham, GM  
Valerie Knight, WGIR/FM PD  
Sarah Anderson, Promotions Director



m

## To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Traffic/Public Safety respectfully recommends, after due and careful consideration that the following regulations governing standing, stopping, and parking and operation of vehicles, be adopted pursuant to Chapter 70 of the Code of Ordinances of the City of Manchester and put into effect when duly advertised and the districts affected thereby duly posted as required by the provisions of that Chapter and Chapter 335 of the Sessions Laws of 1951.

### **Section 70.36 Stopping, Standing, or Parking Prohibited**

#### **STOP SIGNS:**

On Oakland Avenue at Highland Park Avenue (NEC, SWC)

#### **NO PARKING:**

On Lake Avenue, north side, from Belmont Street to a point 75 feet easterly  
(Emergency Act)

On Boynton Street, west side, from Glenwood Avenue to a point 200 feet  
northerly

#### **TWO-HOUR PARKING:**

On High Street, north side, from Union Street to Pine Street

#### **AUDIBLE PEDESTRIAN SIGNAL:**

Beech Street and Webster Street

### **REPEALING PROVISIONS**

That all rules and regulations now in effect in accordance with the provisions of an Ordinance "Chapter 70 Motor Vehicles and Traffic" as adopted August 6, 2002, with subsequent amendments thereto and inconsistent with the traffic rules and regulations herein adopted, be repealed.

Respectfully submitted,

  
Clerk of Committee

  
N

**To the Board of Mayor and Aldermen of the City of Manchester:**

The Committee on Traffic/Public Safety respectfully advises, after due and careful consideration, that they have approved a request for the installation of 15 signs with the Lions International logo, under grandfathering provisions, subject to review and approval of the Traffic Director regarding locations, size, and design.

Respectfully submitted,



Clerk of Committee



**To the Board of Mayor and Aldermen of the City of Manchester:**

The Committee on Traffic/Public Safety respectfully advises, after due and careful consideration, that with respect to the Old Wellington Road Signalization Project the Committee has approved the roadway extension with signalized intersection at Edward J. Roy Drive and Wellington Road and has referred same to the Committee on Community Improvement for funding review with recommendation that same be paid from proceeds of sale of the related property.

Respectfully submitted,



Clerk of Committee

P



**CITY OF MANCHESTER**  
**Office of the City Clerk**



Leo R. Bernier  
City Clerk


Carol A. Johnson  
Deputy City Clerk

Paula L-Kang  
Deputy Clerk  
Administrative Services

Matthew Normand  
Deputy Clerk  
Licensing & Facilities

Patricia Piecuch  
Deputy Clerk  
Financial Administration

Memo To: Board of Mayor and Aldermen

From: C. Johnson   
Deputy City Clerk

Date: January 14, 2004

Re: Old Wellington Road proceeds

As requested by members of the Board last evening, I have researched the issue of proceeds relating to the sale of Old Wellington Road. As you are aware there were several actions taken by the Board at various meetings relating to this property.

The result of my research reflects that no specific action has been taken with regard to any traffic improvements. This item was mentioned by Alderman DeVries at the November 4 meeting of the Board. The issue of which fiscal year the proceeds would be attributed to was discussed again by Alderman DeVries at a later meeting. Again no formal action was taken except that the Mayor had advised that any proceeds from this sale would go to the special reserve fund established by the Board.

The Board did take a final action in December of 2003 to authorize execution of a purchase and sales agreement for this property. Perhaps the City Solicitor could better advise as to the status of the sale and any proceeds relating thereto.


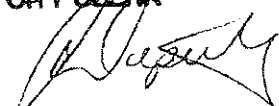
IN BOARD OF MAYOR & ALDERMEN

DATE: January 14, 2004

ON MOTION OF ALD. Lopez

SECONDED BY ALD. DeVries

VOTED TO refer to the Committee on  
Traffic/Public Safety

  
CITY CLERK  


P





# CITY OF MANCHESTER

## OFFICE OF THE MAYOR

Robert A. Baines  
Mayor

March 3, 2004

One City Hall Plaza

Manchester, NH 03101-1932

Phone: 603.624.6500 (V/TTY)

Fax: 603.624.6576

[www.ManchesterNH.gov](http://www.ManchesterNH.gov)

To: Board of Aldermen

Fr: Mayor Robert A. Baines & Alderman William Shea

Re: Committee for Lobbyist Selection

The Deputy City Solicitor, Tom Arnold, met with my office, Alderman Shea, and Alderman Roy to unseal the bids for the hiring of a lobbying firm to represent the City of Manchester on legislative affairs at the State House in Concord on Tuesday, March 2<sup>nd</sup>. Nine firms responded to the request for proposals.

At this meeting, a committee was established to reviews the bids, so that a recommendation can be made to the Board of Mayor and Aldermen for the March 16<sup>th</sup> meeting. The members of the committee are Alderman Shea, Alderman Guinta, Alderman Roy, Deputy City Solicitor Tom Arnold, Carol Johnson from the Clerk's Office, and Mike Colby from my office. The Committee will meet on Friday, March 5<sup>th</sup> to review the nine bids and to narrow the candidates down to three finalists. The three finalists will be asked to give a presentation to the Committee on March 12<sup>th</sup>.

If you would like to review the bids, please feel free to stop by the Solicitor's Office.

# City of Manchester New Hampshire

*In the year Two Thousand and Three*

## A RESOLUTION

"Amending the FY 2003 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Thousand Dollars (\$40,000) for FY2003 CIP 511603 Recreation Facility Improvements (Leveraged) Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2003 CIP as contained in the 2003 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept a private donation from The New England Expedition-Manchester LLC in the amount of \$40,000 for construction of the Bike Trail along Nutts Pond;

NOW, THEREFORE, be it resolved that the 2003 CIP be amended as follows:

**By increasing:**

FY2003 511603 – Recreation Facility Improvements (Leveraged) Project - \$40,000 Other

Resolved, that this Resolution shall take effect upon its passage.

# City of Manchester New Hampshire

*In the year Two Thousand and Four*

## A RESOLUTION

"Amending the FY 2004 Community Improvement Program, authorizing and appropriating funds in the amount of Four Million Four Hundred Thousand Dollars (\$4,400,000) for FY2004 CIP 511404 Clem Lemire Sports Complex – MHS Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2004 CIP as contained in the 2004 CIP budget; and

WHEREAS, Table 4 contains all sources of General Obligation Bond funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to initiate the construction of Clem Lemire Sports Complex – MHS;

NOW, THEREFORE, be it resolved that the 2004 CIP be amended as follows:

**By increasing:**

FY2004 511404 – Clem Lemire Sports Complex - MHS - \$4,400,000 Bond  
(from \$1,100,000 Bond to \$5,500,000 Bond)

Resolved, that this Resolution shall take effect upon its passage.